

MEMORANDUM

TO: NALP

CC: Rebecca Calman, NALP Board Liaison to the Recruiting Section

FROM: Melissa Meyer (Venable) and Alexandra Gharghoury (Brown Rudnick), 2021-22 NALP Recruiting Section Chairs

DATE: February 3, 2022

RE: **NALP Recruiting Section Board Report – February 2022**

Enclosed please find a report of the NALP Recruiting Section's activities for November 2021 – February 2022. The Recruiting Section has 479 total members as of January 28, 2021. Fifteen new members have joined since the last board report on October 21, 2021.

Our section members were busy with lateral associate, law school and student affinity engagement, and 1L recruiting in the third quarter in the NALP fiscal year. In January, we connected with the work group vice chairs to round out charges and programming for the 2021-22 year.

Member Outreach and Section Meetings:

The Recruiting Section held its third quarterly zoom meeting on December 16, 2021. Please reference APPENDIX A for the agenda and presentation slides from the meeting. Almost forty section members were in attendance.

Our final section meeting will be on **Thursday, March 24, 2022 at 3:00pm ET.**

End of Term Transition:

As we approach the end of our term as Recruiting Section leaders, we will thoughtfully outline recommendations for changes to work groups and charges. Recognizing the success many of the work groups have had this year, we will also look to make recommendations for work group leaders and members who will continue advancing charges.

2021-22 Work Groups Updates:

Below please find the updates for each of the Recruiting Section Work Groups.

I. Annual Education Conference / Bulletin Article and Webinar Planning

Vice Chairs: Olivia Schmit (Sidley Austin) and Pete Van Name (Selendy & Gay)
Members: Lindsay Howard (Wolf, Greenfield & Sacks) and Katie Ivory (Faegre Drinker)

The vice chairs put out calls for Bulletin+ articles in December 2021 on NALPConnect and LinkedIn. They received a great response rate and worked to confirm proposals, submission logistics, and connect co-writers. Additionally, they are working to ensure that content is spread across issues for the remainder of the fiscal year and into the 2022-23 year, to get the new section and vice chairs off to a strong start.

Two recruiting-focused Bulletin+ articles were submitted for the March 2022 issue.

II. Environmental Scanning

Vice Chairs: Molly Isken (Paul Hastings) and Renee Nilsen (University of North Dakota School of Law)

The Google Doc tracking [Summer/OCI in-person recruiting, return to office and work from home policies](#) is still live. The vice chairs have shared the tracker in NALPConnect and plugged at recruiting section meetings. Updates are ongoing as office updates and guidance evolve.

The group continues to solicit additional requests for environmental scanning that would be helpful for the section.

In collaboration with Member Relations, the group is hosting a second “**Connect & Cultivate**” virtual networking session for section members on **March 16, 2021**. The vice chairs plan to have an open discussion about members’ summer program plans, return to office and hybrid plans, and goals for the next recruiting season. An invitation will be posted on the NALP events page and NALPConnect.

III. Lateral Hiring

Vice Chairs: Wanda Woods (Ropes & Gray) and Michelle Le Biavant (Perkins Coie)

With great success, the vice chairs moderated a **Lateral Recruiting Market Update Webinar** for section members on **October 28**. Over 150 section members attended. Panelists included Josh Bilgrei, Managing Director, Whistler Partners – West Coast; Tina Cohen Nicol, Managing Director, Major, Lindsey & Africa – Mid-West and Blair Broser, Director, Momentum Search Group – East Coast. Topics included discussing trends and changes in lateral interview structure and pace, practice areas most in demand, changes in flexible working arrangements, and prevalence of offer deviations.

We are meeting with the vice chairs the week of February 14 to discuss additional charges and programming for the remainder of the year.

IV. OCI Forms

Vice Chair: Jessica (Jessi) Hoffer (Chapman & Cutler)

Member: Nicole Wanzer (Morrison & Foerster)

There are no additional updates following the work group sharing updated OCI forms on July 20. Updated forms were posted to the NALP website: <https://www.nalp.org/forms>.

V. Recruitment Tools Evaluation

Vice Chair: Erica Asher (Linklaters)

Members: Liz Mrowiec (Chapman & Cutler), Fernando Romo (Goodwin), Shannon Scott (Hodgson Russ) and Sam Stern (Richards, Layton & Finger)

The vice chair is working with the JD Career Advisor and DE&I work groups to compile information from six assessment companies. They are drafting targeted questions that will be the foundation of product overviews to share with NALP and members. When finalized, the group will work with the Knowledge Management Group to best distribute the information.

VI. Recruiting Director Forum

Vice Chairs: Alison Ketabchi (Baker Botts) and Caroline Menes (Sherman & Sterling)

Members: Dyana Barninger (Faegre Drinker), Chuck Curtis (Pillsbury Winthrop Shaw Pittman), Amanda Leslie (Arnold & Porter), Lauren Marsh (Akin Gump), Natalie Quinn (Fox Rothschild), and Nicole Wanzer (Morrison & Forester)

Hats off to Alison and Caroline for convening the Recruiting Director Forum for a successful quarterly meeting on January 21, 2022, where the group discussed:

- How to keep our staff motivated, keep their spirits up when it's been two years of pandemic plus accelerated activity with laterals
- Centralizing and restructuring lateral recruiting teams around practice groups rather than office location
- How to handle conflict between staff members
- How to handle issues around taxes, licensure, and equity when hiring fully remote lawyers
- How to handle summer associates who have a military commitment during the summer program

Meetings do not have set agendas, but the group is enjoying the opportunity to discuss hot topics and issues with their peers.

VII. Small/Mid-Sized Firms

Vice Chair: Kelly Bahiraei (Bass, Berry & Sims)

In Q1 2022, the group will focus on networking and potential panel presentations. They will also seek to identify an article for interested section members.

VIII. Federal Law Clerk Hiring Plan

Vice Chair: Sam Kasmarek (Bousquet Holstein)

There are no additional updates following the work group sharing the 2022 clerkship recruiting timeline. Applications for the 2023 JD class opens on **February 3, 2022**. Applications will be released to participating judges on June 13, 2022 and interviews can begin on June 14, 2022.

IX. Member Relations

Vice Chairs: Kara Barnachea (Venable) and Laura Chavez (Arnold & Porter)

The work group receives updates of new section members and sends a welcome email each month. The email includes the dates and logistics of section calls and encouragement to new members to join a work group.

In collaboration with Environmental Scanning, the group is hosting a second “**Connect & Cultivate**” virtual networking session for section members on **March 16, 2021**. The vice chairs plan to have an open discussion about members’ summer program plans, return to office and hybrid plans, and goals for the next recruiting season. An invitation will be posted on the NALP events page and NALPConnect.

X. Knowledge Management

Vice Chair: Elizabeth (Betsy) Key (Vanderbilt Law)

The work group is in a holding pattern until the broader Knowledge Management team reconvenes in early 2022.

APPENDIX A

NALP RECRUITING SECTION QUARTERLY CALL December 16, 2021

Agenda

1. 2021-22 Work Group Updates
 - a. Annual Education Conference / Bulletin Article and Webinar Planning (Olivia Schmit, Sidley Austin & Pete Van Name, Selendy & Gay)
 - b. Environmental Scanning (Renee Nilsen, University of North Dakota Law & Molly Isken, Paul Hastings)
 - c. Lateral Hiring (Michelle Le Biavant, Perkins Coie & Wanda Woods, Ropes & Gray)
2. Overview of upcoming NALP programming
3. Bulletin+ article submission request and logistics
4. Call for NALP volunteers
5. Request of feedback for content, programming, and next quarterly meeting date



NALP Recruiting Section Quarterly Meeting

December 16, 2021

AGENDA

Annual Education Conference / Bulletin+ Article and Webinar Planning – Olivia Schmit, Sidley & Pete Van Name, Selendy & Gay

Environmental Scanning – Renee Nilsen, U. North Dakota & Molly Isken, Loeb & Loeb

Lateral Hiring – Wanda Woods, Ropes & Gray & Michelle Le Biavant, Perkins Coie

Upcoming Programming

Bulletin+ Article Submissions

Call for 2022-23 Volunteers

UPCOMING NALP PROGRAMMING

All timings ET

To sign up visit >> <https://www.nalp.org/events>

December 16 (4 PM) | Well-Being Circle — Handling the End-of-the-Year Chaos with Greater Peace and Presence

January 11 (4 PM) & January 12 (2 PM) | Executive Director Transition Town Halls

January 13 (4 PM) | Highlights from NALP's 2021 Report on Law Firm Diversity

January 18 (2 PM) | Tell Me Something I Don't Know: Personality Assessments and Other Useful Certifications

January 20 (2 PM) | Algorithmic Hiring + On-Demand Training = Lawyer ROI & Satisfaction, Maximized

January 27 | Legal Recruiting Summit (\$250 pp)

February 8 (2 PM) | Building a Leadership Program for the Next Generation of Law Firm Leaders

February 10-12 | Newer Professionals' Forum (\$550 pp)

February 15 (2 PM) | And What Do You Do In Your "Spare" Time? Meaningful Extra-Curriculars and Worthwhile Groups

April 5-8 | Annual Education Conference (\$850 pp)

Bulletin+ Article Submissions

- In advance of a submission deadline, potential articles must be confirmed with Editor-in-Chief, Andrew D. Parker at aparker@nalp.org.
- More information about Bulletin guidelines can be found here: <https://www.nalp.org/uploads/Publications/NALPBulletinAuthorGuidelines.pdf>.

Bulletin+ edition

- ✓ April 2022
- ✓ May 2022
- ✓ June 2022
- ✓ July/August 2022

Submission deadline

- Tuesday, Feb 15
- Tuesday, March 15
- Friday, April 15
- Monday, May 16

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Volunteer Opportunities

- Please volunteer for a leadership role in a section, work group, committee or advisory group.
- Members take on a broad range of responsibilities in several roles including:
 - 1. Section and Group Chairs** — who lead the charges of the team and liaise with the Board of Directors;
 - 2. Section and Group Vice Chairs/Work Group Leaders** — who typically take responsibility for a particular project or charge within a section or group, often with the assistance of other section members; and
 - 3. Members of a Section or Group Work Group** — who typically help Vice Chairs and Work Group leaders with specific projects or charges.
- Each volunteer position is important to the work of NALP and comes with a different level of responsibility and time commitment, which allows members to get involved in the way that best suits their ability and time bandwidth.
- The deadline to complete the volunteering form for the upcoming business cycle is **Friday, February 4, 2022.**

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**VOLUNTEERS AND
FEEDBACK NEEDED**

- Join as a Member of a Work Group
- Share feedback regarding content or programming that would be beneficial to you
- Join us for our next NALP Recruiting Section Quarterly Zoom – **March 24 at 3 PM ET**

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