

MEMORANDUM

TO Anna Whitener, NALP Board Liaison, Recruiting Section
Fred Thrasher, NALP Deputy Director

FROM Lynn Ann Herron, 2015-2016 NALP Recruiting Section Chair

DATE June 30, 2015

SUBJECT NALP Recruiting Section First Quarter Board Report

Please find below a report of the Recruiting Section's activities during the first quarter of the 2015-2016 NALP Year.

Summary

It has been a busy quarter for the Recruiting Section as we submitted RFPs for the Annual Education Conference, proposals for Bulletin Articles, reviewed and updated forms and documents related to OCI for the membership, conducted multiple section calls, and starting planning for the 2016 Recruiting Summit.

Our most recent section call was held on June 15, 2015. On this call the Section provided members the opportunity to hear an update from our Board liaison and a report on what the section has accomplished since meeting at the Annual Education Conference, discuss what we expect to accomplish in the coming months, and share ideas and tools for keeping organized in the busy recruiting season ahead. Further information regarding our discussion and the progress of each of our work groups and vice chairs is outlined below.

In addition, the Recruiting Section has set a goal to increase communications via NALP Connect and webinars and to partner with other NALP sections to create additional opportunities for members to share ideas and learn from each other throughout the year.

Work Groups

Annual Education Conference Planning (RFPs)

Vice Chair, Lesli Hutchinson (Proskauer, Los Angeles)

The Recruiting Section conducted two brainstorming sessions to develop programs for submission to the Annual Education Conference Planning Committee for Boston. The first was a conference call prior to the Annual Education Conference in Chicago and the section was at the meeting at the AEC. After the AEC, we conducted one phone call to refine the list and seek volunteers to shepherd the RFPs. As a result of these meetings and calls and outreach to members around the US and in Canada, 29 RFPs were submitted on behalf of the Recruiting Section. A few of these proposals were submitted in partnership with other sections, including Judicial Clerkship, Employer Outreach, and Experienced Professionals and with the new Innovating Talent Acquisition Work Group. Proposals submitted cover all areas of recruiting from pre-law through each year of law school, summer programs, lateral associates and partners, integration, diversity, small/mid-sized employers and member professional development.

Once the Conference Planning Committee finalizes the programming for the 2016 Conference, the Recruiting Section will reach out to those who submitted proposals that were not accepted to determine whether the program could be presented via webinar for the NALP membership.

NALP Bulletin Submissions

Vice Chair, Kathy Schmidt (Wiley Rein, Washington, DC)

The section submitted three articles for 2015 – 2016 and will submit further propels for emerging issues as they arise. Selected bulletin article topics for this year include:

Subject	Author(s)	Publish Date
28 Days - Using the Timing Guidelines to Your Advantage	Kathy Schmidt, Wiley Rein and Marilyn Drees, Yale Law School	August 2015
Partnering with Student Groups to Strengthen Your Brand	Lynn Herron, Hogan Lovells and Co-Author TBD (law school member)	November 2015
Maintaining an Effective Recruiting Strategy When the Firm is Changing	Irena McGrath, Hogan Lovells and Co-Author TBD	February 2015

Entry Level Recruitment/OCI

Vice Chair, Nicole Oddo (Dechert, Philadelphia)

The Recruiting Section was charged with reviewing and updating various NALP forms and resources including the Open Letter to Law Students, Student Professionalism During the Interview Season, Travel Expense Form and Instructions, Student Evaluation of Employer Evaluation Form, and Employer Interview Outcome Form. This task was handled by the Entry Level Recruitment/OCI subgroup. The Open Letter and Student Professionalism documents included proposed changes from Ethics and Standards Advisory Group. A small subcommittee was formed to review the forms and conduct outreach among the membership to get feedback on possible changes. Edits were submitted to NALP, including the small, but hopefully impactful change of combining the Travel Reimbursement Forma and Instructions into one document. The forms and resources were published on NALP’s website and announced in the June 18, 2015 NALP Now. The documents and forms will be reviewed again after the recruiting season to ensure that the changes were effective and there are not further refinements that could or should be made.

In addition, this subgroup is coordinating with the Judicial Clerkship Section to host a call in October or November (date TBD) in follow up to the program at the Annual Education Conference on the impact of early clerkship hiring and gap years on law firm recruiting. Many members from both sections feel the membership benefits from regular discussion about these topics and having a call where members can speak anonymously would help both sides in advising students and law firm management. Feedback after the conference indicates that the discussion in the session at the Annual Conference may have been stifled because of the presence of the press in the room.

Lateral Recruiting Subgroup

Vice Chair, Cathy Maiorana (K&L Gates, Boston)

This subgroup plans to hold two calls in the coming year, dates to be determined. This group has also been charged with updating the Lateral Hiring Guide, which they will work on throughout the year. During this review and update the subgroup will consider either addition a section specifically addressing later partners or creating separate guide on this topic.

Small/Mid-Sized Firm Subgroup

Vice Chairs, Soraya Walden (Jackson Walker, Dallas) and Anastasia Cappelli (Stradley Ronan, Philadelphia)

This subgroup was will host a call in the next quarter to brainstorm future activities including calls and webinars that would benefit NALP members in small and mid-sized firms.

Recruiting Summit Planning Committee Liaison

Lynn Herron (Hogan Lovells, Washington, DC)

The Recruiting Summit Planning Committee met on June 16 to create the programming for the Recruiting Summit to be held in January 2016. The Committee is refining the program descriptions and working to finalize speakers. Committee members Jean Durling, NALP President (Fox Rothschild), Nicole Lancia (Allen & Overy), David Diamond (Northwestern), Melissa Maynard Leger (Stanford), Kelly Mixon Morgan (Fish & Richardson), and Lynn Herron (Hogan Lovells) worked with Jim Leipold and Mary Beal to create a valuable program for NALP's members.