

## **NALP Solo & Small CSO Section Quarterly Report**

TO: Gwendolyn Ferrell, NALP Board Section Liaison

FROM: Alisa Benedict O'Brien, Section Chair

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### **Strategic Planning Report Update**

NALP's Small and Solo Career Services Office ("CSO") Section, comprised of nearly 70 members, held a phone conference and circulated a survey to gather input from the section to contribute to NALP's Strategic Plan. The section faces many of the same challenges as larger CSOs as the legal market and law school landscape change, but certainly has unique challenges with limited personnel (often one CSO professional on staff), shrinking budgets, having to wear many hats, and needing easy and accessible resources and connectivity to colleagues. With these considerations in mind, our section identified potential challenges, concerns, opportunities, areas for growth, initiatives and resources in the report we submitted to the Board. Special thanks to Ashli Tomisich and Maria Comas for serving as Vice-Chairs for Strategic Planning.

### **Environmental Scanning Update**

Membership: Our section leadership continues to recruit and retain members. Vice-Chair of Membership, Tanya Lundberg, is going to contact Lisa Quirk to inquire about getting a list of all NALP members in CSO offices of 3 or less professionals so that we may do direct outreach to those members not already a part of our section.

We also plan to schedule a call on a "hot topic" to engage current and new members in early spring. The topic will be determined in the coming months.

Resource Library: As a result of suggestions from our membership, we have a new plan for updating our shared resource pool. Many of the online resources contained in the resource pool are outdated. Led by Celeste Oglesby, we have asked and are going to continue to ask our members to sign up to make a specific contribution to the resource pool. The goal is to collect handouts (resumes, cover letters, self-assessment tools), sample workshops, presentations, and on-page guides (fact sheets on various careers, JD advantage careers, etc.) We are in the process of collecting names and emails of volunteer contributors. We will maintain a list of section members and resources being contributed and work with Lisa Quirk for release forms and uploading on the NALP website. We want to build the resource pool back up to the robust go-to resource it once was.

### **Feedback/Observations on Fall Recruiting/1L Engagement**

On our section call on October 3<sup>rd</sup>, we discussed some initial observations about fall recruiting and 1L engagement under the new guidelines.

- No schools really experienced employers wanting to meet 1Ls this early. A few firms have hosted lunches or receptions but no formal recruiting is taking place.

- Some schools began meeting 1Ls and doing resume reviews over the summer but most kept October orientation or information sessions for 1Ls.
- OCIs went smoothly for most.
- Some schools did notice quicker call-backs and faster turnaround on offers (some on the spot offers).
- Most schools established offer policies of 14 or 21 days.
- Most firms complied with the school policies (with a few exceptions of course). The advice provided was for each school to share policies with OCI firms early and well in advance of OCIs next fall.

### **Other Items**

Our section articles and NALP Conference presenters continue to move forward with planning and preparing. We are very excited about the 2020 Annual Conference programs being offered.