

MOIRA C. CARY

(she / her / hers)

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EXPERIENCE

SMU Dedman School of Law

Dallas, TX

Associate Director, Recruiting and Events, Office of Career Services, May 2023 – Present

- Oversee all on-campus interview programs, recruitment events, employer outreach, and job fair participation
- Cultivate and maintain strong relationships with employers across all legal sectors

Diversity and Inclusion Coordinator, July 2020 – May 2023

- Co-designed signature programs, including a residential summer high school program, a pre-orientation program for diverse and first-generation law students, and a law firm fair for diverse first-year students
- Managed digital presence of DEI resources and events across website and social media platforms

Student Affairs and Registrar Coordinator, February 2017 – May 2023

- Facilitated student partnerships with law firms for Wellness Week; Coordinated schoolwide Inns of Court Olympics event and Corporate Counsel Externship field supervisor recognition program
- Managed confidential student file archival, academic advising resources, and final exam administration

Workplace Peace Institute

Dallas, TX

Racial Equity Consultant: Dialogue Facilitator and Copywriter, November 2020 – June 2023

- Led monthly dialogues for United Way of Metropolitan Dallas “Aspire 2030” Racial Equity Education Program
- Researched and wrote comprehensive Racial Equity Hiring Toolkit for nonprofit employers

Dallas CASA (Court Appointed Special Advocates)

Dallas, TX

Board Liaison and Executive Assistant to President and CEO, September 2014 – February 2017

- Coordinated monthly board and committee meetings; Compiled minutes, program reports, and grant documents
- Facilitated audit-compliant onboarding and offboarding, board orientations, and annual board retreat

PROFESSIONAL INVOLVEMENT AND LEADERSHIP

- National Association for Law Placement (NALP), 2023 – Present
 - *Member, Disability and Neurodiversity Work Group, November 2024 – Present*
 - *Newer Professionals Forum, 2024; Legal Recruiting Summit, 2025*
- *Employer Registrar and Board Member, Sunbelt Recruitment Program, May 2023 – Present*
- *Co-Chair, Student Outreach Committee; SMU Task Force on Social Justice and Equity, April 2021 – July 2023*
- *Outstanding Staff Award Nominee, SMU Faculty Senate, March 2021*
- *Founding Member, Wellness Committee, Dallas CASA, 2014 – 2017*

EDUCATION

Southern Methodist University

Dallas, TX

Master of Liberal Studies, Human Rights and Social Justice concentration, May 2019

Gonzaga University

Spokane, WA

Bachelor of Arts in Psychology, summa cum laude, May 2013

STATEMENT OF INTEREST

I am honored to be nominated for the Southeast Regional Representative position within NALP and am eager to bring my passion for fostering community to this role. As the recruiting landscape continues to evolve, I believe in embracing change with optimism and creativity, seeking innovative solutions that benefit NALP members and law students alike to advance the profession. I am excited to welcome new members into the NALP community, ensuring they feel supported and engaged as they navigate and grow their careers. Additionally, I look forward to deepening relationships with colleagues within my region and across the broader NALP network, fostering collaboration and shared learning to help us all thrive in an ever-changing legal environment.