
Christian Montalvo

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Education

State University of New York at New Paltz | New Paltz, NY

Master of Business Administration (MBA) | GPA 3.80

Study Abroad in Bangkok, Thailand

5/2018

1/2018

Bachelor of Science in Business Management | GPA 3.61

Study Abroad in Madrid & Barcelona, Spain

5/2017

5/2015 – 6/2015

Experience

White & Case LLP | New York, NY

Specialist, Early Careers Recruitment

7/2024 - Present

Legal Recruiting Coordinator

9/2021 – 7/2024

Legal Recruiting Assistant

5/2019 – 9/2021

Temporary Legal Recruiting Assistant

2/2019 – 5/2019

General Recruitment/Cultivation

- Fostered close working relationships with several major law schools and managed in person and virtual events
- Oversaw all aspects of law student recruitment for the Boston office in 2022, including collaborating with Hiring Partner on office strategy and conducting data analysis for goal-driven results, successfully meeting all 2L hiring goals in record time while concurrently leading the summer program
- Led US-wide immersive student workshops along with all program logistics from inception to end resulting in increased application and offer rates
- Aided DEI recruiting efforts and created a process to increase efficient use firm resources
- Managed US Early Careers Legal Recruitment social media strategy and content production

Summer Program

- Led the 2024 NY Summer Program and 2022 Boston Summer Program – handled all aspects from pre-planning to execution and final send-off while managing a small team
- Coordinated the entire onboarding logistics for the 2022 and 2023 US summer classes
- Handled work allocation NY summer associates and liaised with Pro Bono team for matter assignments

SUNY New Paltz Graduate School | New Paltz, NY

6/2017 – 5/2018

Recruiting & Marketing Assistant

Professional Memberships/Activities

New York City Recruitment Association

2/2019 – Present

National Association for Law Placement

5/2019 – Present

- Attended NALP Summit on Data Analytics in 2021 (virtual)
- Attended NALP Annual Education Conference in New Orleans in 2022
- Attended NALP Legal Summit at Fordham School of Law in 2023 & 2024

Statement of Interest

I am an Early Careers Recruitment Specialist for the New York office of White & Case running for the Conference Planning Coordinator position. I am honored to be nominated for this position on the Annual Education Conference Planning Committee. As a NALP member since 2019, I have actively engaged with the organization and have attended several NALP in-person and virtual events. These experiences have deepened my appreciation for NALP's commitment to professional development and community building. With six years of experience in early careers legal recruiting, I have honed my skills in planning and executing large-scale events, including summer programs for varying class sizes and events across the country. I am eager to leverage this expertise to contribute meaningfully to the success of the Annual Education Conference.

This role presents an exciting opportunity to enhance my event planning capabilities further by collaborating with industry peers and gaining insight into the intricate operations behind a conference of this magnitude. I am committed to supporting the conference planning committee by bringing creativity, adaptability, and a forward-thinking approach to ensure the programming remains relevant and impactful in today's evolving legal landscape. Thank you for considering my candidacy. I would be privileged to serve and contribute to the success of NALP's flagship event.