

OFFICE OF CAREER SERVICES

The Office of Career Services offers a wide variety of services and popular programs designed to help you identify and achieve your career goals. These services and programs will provide you with essential tools for your career development.

First year students are encouraged to attend Career Services' "Exploring Options in the Law" panel discussions held on six consecutive Thursdays during the fall. Then, on Saturday, November 3, first year students attend the Annual Career Services Orientation to begin their individual preparations to apply for and secure law clerk employment for summer 2008. Along with all other ABA and AALS accredited law schools, and in order to allow first year students to acclimate to their studies, Career Services does not provide individual job search guidance until after the Orientation. First year students entering in January 2008 will receive their orientation in May/June 2008.

Second and third year students should immediately review the "Career Development Guide for Second and Third Year Students" which was mailed to each student in May and which is available online at the Office of Career Services website. Then schedule an individual meeting with a Career Advisor to map out the necessary steps to your next position as a law clerk or entry level attorney.

Hours

Monday: 8:30 a.m. - 5:00 p.m.

Tues., Wed. and Thurs. 8:30 a.m. - 7:00 p.m.

Friday: 8:30 a.m. - 5:00 p.m.

Please drop in whenever you like.

350 Cedar Street, 2nd Floor
OR CALL FOR AN APPOINTMENT
619-525-7087

career_services@cwsf.edu

www.cwsf.edu/career/c_main.html

PROGRAMS AND RESOURCES

Individual Career Advising. Our experienced attorney Career Advisors meet with you individually to discuss your career interests and to assist you in achieving your individual aspirations. We help you identify your goals and the best way to market your unique attributes. Individual advising sessions are available every day of the week.

Job Search Strategy Workshops. Throughout each trimester, we offer a wide variety of workshops to provide you with the “nuts and bolts” of marketing yourself to legal employers. Workshops include programs on legal resume and cover letter writing, interviewing and networking. These workshops examine the tricks of the trade and are designed to help you achieve successful career advancement.

Attorney Panels. We present an “Exploring Options” series of attorney panel discussions each fall. These discussions provide you with opportunities to investigate various areas of practice, while simultaneously learning the skill of conversing with lawyers. The panels include practitioners from many firms and organizations and provide a real life sense of what particular practice areas involve, ranging from “Exploring Options in Criminal Law” to “Exploring Options in Intellectual Property Law,” and including many other practice areas. You are certain to learn valuable information which will help you make decisions about your own future practice. Each panel discussion includes a question and answer session and a reception with participating panelists.

Job Listings. Our staff actively participates in the San Diego and California legal communities in order to bring you job opportunities as soon as they arise. Additionally, legal employers from San Diego and around the country frequently notify our office of current openings for student law clerks, and entry-level and experienced attorneys. We immediately post that information on our Career Services Jobs Database.

Resource Library. Though a tremendous amount of law job and career development information is online, there are still many printed resources, directories, strategy books and periodicals crucial to your careful career development. We have these resources in our Career Services library and are eager to direct you to those most relevant to your situation.

Alumni Mentor Program. You may register in Career Services, early in your 3rd semester, to be matched with a mentor in your practice area of interest. Our mentors offer you the opportunity to shadow them in their offices and in court, to talk frankly with them about the nuances of practice, and to develop a sense of what law practice is really all about. Your mentor can be your friend in, and guide, to the profession.

Mock Law Job Interviews. We offer mock law job interviews with practicing attorneys as well as with our experienced attorney staff members. These mock law job interviews allow you to practice your interview skills and to obtain feedback and suggestions for improvement. If you would like the interview videotaped so you can observe your own performance (which we strongly suggest), we are happy to arrange that as well.

On Campus Recruiting. Legal employers come to California Western each year to interview our students for student law clerk and entry-level positions. Many of these employers are from San Diego, but others from elsewhere in California and around the country also participate. A great variety of opportunities are available.

Career Advisors Network. Many graduates of California Western have volunteered to speak with students informally and individually about career paths and related issues. We have information on each of these generous alumni which enables you to learn about, and connect with, practitioners who have current insights in your areas of interest.

Pro Bono Program. This program enables our students to gain tremendously valuable practical legal experience while also contributing to the needs of the local community. Almost every public interest legal organization in San Diego participates in this program, giving our students the opportunity to get their feet wet in the actual supervised representation of clients in many areas of need.

Career Fairs. In conjunction with other A.B.A. accredited Southern California law schools, we sponsor and participate in several Career Fairs which offer detailed programs in particular areas of law, in addition to opportunities to meet practicing attorneys in various fields and interview for available positions. Look for Career Days in Public Interest Law, Sports and Entertainment Law, Government, and Solo and Small Firm Practice. In addition, we sponsor an interview program in Las Vegas, Nevada.

Calendar/Local Events. Check our online calendar each month for that month's interviews, workshops, panels, and career days. Also check the Local Events section for programs sponsored by the San Diego legal community.

Our Office is Your Office. You are welcome to use our office as your office. The computers in our office are equipped to access job search related information available on Westlaw, Lexis and on the Internet. We are happy to point you to database relevant to your interests. We have printers, fax and copy machines and supplies for you to use in your career development efforts.

Career development is an undertaking each law student must begin early in law school. By doing so, you will enhance your prospects of achieving your own goals for your career in or around the law. Meet with Career Advisors each trimester to check in on the status of your own career development and to maximize your understanding of the opportunities available to you. We are eager to help!

INTERVIEW CANCELLATION POLICY

We encourage you to apply for and to take full advantage of interview and recruiting programs that require students to submit their applications through the Career Services Office (Interview Programs). Please be aware that the appropriate time to decide whether you will accept and attend an interview through an Interview Program is at the time that you submit your application. When you apply to a participating employer, this means that the employer representative will be taking time from his or her schedule to review your application and select you for an interview. Therefore, if you are chosen for or you sign up for an interview through an Interview Program, you must accept and attend the interview. In the event of an urgent change of circumstances after the time you submit your application for a position, or an emergency arises that would preclude you from attending the interview, you must immediately seek permission from the Career Services Office to cancel your interview. Your circumstances will be evaluated individually and permission to cancel determined on a case-by-case basis. You must appear for the interview unless expressly excused by Courtney Miklusak, Acting Director. Also, in the event you are excused from attending the interview, you must write a letter of apology/explanation to the employer with a copy to the Career Services Office. Failure to adhere to this policy may result in suspension from participation in Interview Programs for the remainder of the academic year, a letter being placed in your file, and/or other appropriate action as determined by the Acting Director, Career Services.

NON-DISCRIMINATION POLICY

California Western School of Law is committed to a policy against discrimination based on gender, age, race, national origin, religious creed, sexual orientation, disability, marital or veteran status, in the interviewing and employment of students and graduates. Participation in our Career Services programs is restricted to those employers who agree to comply with this policy.

EMPLOYER MISCONDUCT

If you believe an employer has engaged in misconduct or is in violation of California Western's nondiscrimination policy:

1. You may file a written complaint with the Acting Director, Career Services, who will conduct an initial review, investigation and recommend appropriate action.
2. If additional action is deemed appropriate by either the student or the Acting Director, the matter shall be referred to the Associate Dean for Administration for review and recommended action.

MILITARY RECRUITING NOTICE

California Western is supportive of all of our students and graduates, regardless of race, nationality, gender, sexual orientation or other personal characteristics. Law schools throughout the United States are faced with a dilemma regarding military recruiting on their campuses.

While law schools would like to encourage all potential employers to recruit on campus, there is a near-universal policy to exclude employers who discriminate in hiring law school graduates based on race, nationality, gender, sexual orientation or other invidious classifications. Many years ago, most law schools adopted policies of non-discrimination with regard to all aspects of law school admissions, matriculation, employment and recruitment on their campuses.

These anti-discrimination policies were eventually adopted by the Association of American Law Schools (AALS) as a standard for AALS accreditation. As part of this policy, California Western and most other law schools require all employment recruiters to sign a statement of non-discrimination as a condition to using campus facilities to recruit students. Military recruiters who visit law school campuses to recruit candidates to the Judge Advocate General Corps (JAG Corps) refuse to sign these statements of non-discrimination because the military services discriminate against applicants based on sexual orientation. As a result, beginning in the 1980's, military recruiters were banned from on-campus recruiting at many law schools, including California Western. Congress reacted to these wide-spread school policies by passing legislation in 1993 and 1997 (commonly referred to as the "Solomon Amendments"). The Solomon Amendments require all schools to allow military recruiters on their campuses, regardless of discriminatory recruiting practices, or face the loss of federal funding. A cadre of law schools (including California Western) sued to invalidate the Solomon Amendments on Constitutional grounds but lost the case at the U.S. Supreme Court on March 6, 2006. (See, *Rumsfeld v. F.A.I.R.* 126 S. Ct. 1297)

Since *Rumsfeld*, law schools are effectively forced to allow military recruiters on their campuses, even though the recruiters discriminate against applicants based on their sexual orientation. AALS accredited law schools are required to undertake ameliorative measures to reduce the impact of this discrimination and California Western fully embraces the concept of amelioration. The goal of amelioration is to reduce the discriminatory impact on law students and graduates. In the spirit of amelioration, and to support all of our students and graduates, the law school will provide opportunities for education about, and discussion of, this complex issue. The school will also show support for lesbian, gay, bisexual and transgendered ("LGBT") students through other ameliorative steps which may include flying the rainbow flag, and distributing pins and t-shirts to show solidarity with our LGBT students.

These actions are meant to bolster LGBT students who are faced with direct, invidious discrimination. The law school community would do the same for any of its students or graduates who are subjected to deliberate discrimination based on their personal characteristics. All students considering employment with military JAG Corps should be aware that, if hired, they may be asked in an official capacity to enforce the military's discriminatory policies respecting gay, lesbian, bisexual, and transgendered individuals through enforcement of the military's "don't ask; don't tell" policies.

Should you have any questions, please direct them to the Acting Director Courtney Miklusak at crm@cwsu.edu .