

CAREER SERVICES NEWSLETTER

VOLUME 41



Dean's Corner

Greetings Legal Eagles,

We are closing out our 2021-22 academic year. This past year we increased employer outreach, performed robust student outreach, revised our mentoring collaborations, and reorganized the career services office. As a result, we experienced

- Student and employer increase with on campus interviews, (OCI) participation
- Developed JD Advantage and Judicial Clerkship Resources
- Improved support for graduates in collaboration with faculty

We look forward to enhancing our student services for NCCU SOL students for the 2022-23 academic year. Please feel free to call, email or stop by my office if you would like to discuss our future initiatives that the office is planning for each of you!

Our summer office hours are Mon-Fri
9AM - 5 PM.

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CIA 2023 Clerkship Opportunity

The CIA's Office of General Counsel (OGC) will accept applications starting on June 1st, 2022 for Summer Law Clerks (SLCs) during the summer of 2023. CIA OGC is looking for a diverse and talented group of high-achieving law students who have strong legal research and writing skills, as well as strong interpersonal skills. SLCs will work alongside experienced OGC attorneys on various research projects. SLCs will need to relocate to the Washington, D.C. area (our offices are in McLean, Virginia) for the duration of their clerkship, generally 9-12 weeks.

The SLC program is small and extremely competitive.

Please see link below for the Job Posting:

<https://www.cia.gov/careers/jobs/summer-law-clerk/>

We highly recommend that you work with our office to apply for this opportunity. Also, we will have a writing webinar to assist with the writing sample.



**CIA WRITING SEMINAR
TUESDAY, JUNE 7
12:00 P.M. VIRTUALLY
VIA WEBINAR
FACILITATED BY
PROFESSORS DAVID
GREEN & LISA
KAMARCHIK**





SEMJF TIMELINE

- * STUDENT REGISTRATION
APRIL 21- MAY 12
- * POSTINGS VIEWABLE IN SYMPPLICITY
JUNE 2
- * OPTIONAL INFORMATION SESSIONS
JUNE 6 - 10
- * APPLICATION PERIOD OPENS
MONDAY, JUNE 13, 2022
- * APPLICATION PERIOD CLOSES
MONDAY, JUNE 20, 2022 AT 11:58 P.M. EDT
- * INTERVIEW/ALTERNATE STATUS AVAILABLE
THURSDAY, JUNE 30, 2022
- * STUDENT INTERVIEW SCHEDULES AVAILABLE
THURSDAY, JULY 7, 2022
- * THURSDAY, JULY 14, 2022
- 10:00 AM EDT: INTERVIEWS BEGIN
- 6:00 PM EDT- INTERVIEWS CONCLUDE
- * FRIDAY, JULY 15, 2022
- 10:00 AM EDT: INTERVIEWS BEGIN
- 6:00 PM EDT- INTERVIEWS CONCLUDE



WHAT IS SEMJF?

-A national recruiting event for law schools in the Southeast with a 30+ year track record of success. -A chance to interview for summer and post-grad positions with top law firms, government agencies, and public interest organizations. -In 2021, 127 employers from 22 states and Washington DC conducted over 2,000 interviews. -Employers attend to diversify their candidate pool; applicants are selected for interviews.



2022 Southeast Minority Job Fair (SEMJF)

Why Participate?

- SEMJF takes place before most schools' OCIs, giving you a jump on the competition.
- Exclusive SEMJF-employer Information Sessions give you an opportunity to make a connection.
- You can bid for up to 20 employers and have 10 interview/alternate opportunities. If selected, you will have a face-to-face conversation with an employer who affirmatively asked to meet with you.
- SEMJF is an invaluable bootcamp on how to interview. After as many as ten interviews in two days, you'll be an expert on fielding questions and delivering your personal pitch.

Time to Apply!

Each of you should have received a username and password to access the SEMJF Symplicity system. You will be able to review employer postings beginning June 2. You are welcome to attend optional employer Information Sessions June 6-10.

If you are a 2022 graduate and do not have full-time employment, please consider bidding on opportunities. We have had graduates secure employment in the past with SEMJF. **If you are a rising 2L or 3L, this is an excellent opportunity to secure your 2023 summer placement.** Please make an appointment to meet with Ms. Carroll or Mr. Raymond for assistance with application process.

Do You Need a Job?

Well, you will not want to miss OCI (On-Campus Interviews).

On-Campus Interviews enable our law students to interview with organizations that visit the NCCU campus in person or virtually. Students in NCCU School of Law are eligible to participate and apply through NCCU Career Link beginning June 20, 2022.

Employers will receive NCCU law students' application packets by July 15. Therefore, it is essential to have your resume and cover letter reviewed by Law Career Services early, not late.

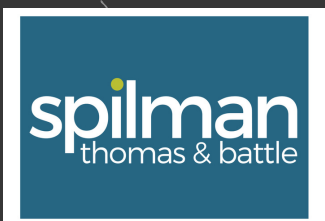
The recruiting season of fall 2022 OCI (On-Campus Interviews) will be held virtually and on-campus. Students should regularly check both OCI and non-OCI job and internship postings on [NCCU Career Link](#). Some employers who previously participated in OCR have posted opportunities on [NCCU Career Link](#) and will contact students directly to schedule interviews.

OCI (On-Campus Interviews) is a recruiting format that works for a group of recruiting employers and can hire months in advance. Most NCCU students find opportunities through other methods supported by Career Services and Symplicity Job Postings.



BLANCO TACKABERY

Attorneys and Counsellors at Law



We currently have 58 employers hiring during our NCCU Fall OCI (On-Campus Interviews) so far!

SAVE *the* DATE

OCI (ON-CAMPUS INTERVIEWS) COMING SOON!



NCCU LAW STUDENT BIDDING BEGINS JUNE 20TH

First Impressions

First impressions happen only once. Therefore, making an excellent first impression is critical in all of your professional encounters. Treat everyone you meet with respect.

Arriving early for all professional engagements matters. Showing up late, cancellations or no-shows are unprofessional and will damage your reputation and your network.

Verbal and non-verbal messages you send to a professional contact are essential to building long-lasting professional networks that follow you throughout your career.

Communication

Exhibit professionalism and timeliness in your correspondence. In all forms of communication.

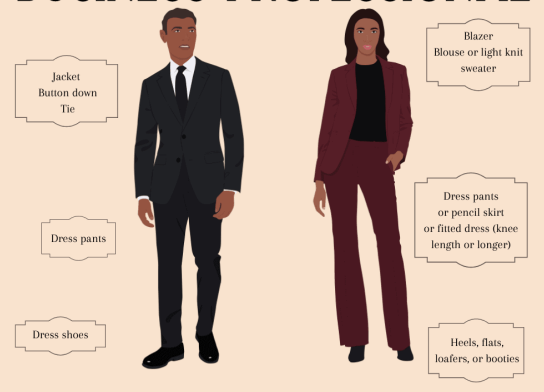
Respond as quickly as possible to requests for information and follow any guidelines when handling confidential information.

When communicating, limit your use of filler words such as "like," "you know," and "umm," as they can take away from your communicating confidence.

Attire Guide

- Your attire should contribute to your professionalism. Although employers may have different dress codes, err on the conservative side when interviewing.
- Do your research, identify organization norms and branding, and mirror the culture and environment.
- Dress according to the opportunity you are pursuing.

BUSINESS PROFESSIONAL



CLAYTON DAVIS

GRADUATE SPOTLIGHT



Mr. Davis is a proud 2022 Legal Eagle graduate. He discusses his key to success with Career Services.

Where will you be working after graduation?

"After graduation, I will be moving to Morehead City, North Carolina to work for the law firm Harvell and Collins P.A. . Earlier this month, I was hired as a Litigation Associate and I will practice all areas of civil litigation ranging from estate litigation, business and corporate law, personal injury, contract law, and trust litigation."

How did you get this opportunity?

"I discovered this opportunity through the law school's symlicity page."

What was instrumental in your career search process?

"During the job search process, the Office of Career Services helped me in various ways. First, Career Services provided helpful insight into the interview process with the law firm. Second, I received emails that informed me of potential job opportunities that fit my area of interest. One of those emails actually led me to apply to a job that I have accepted and will begin after sitting for the July BAR. Third, I was able to secure numerous interview opportunities with law firms within my field of interest through using the symlicity job board. Fourth, Career Services helped throughout the job acceptance process by providing effective guidance in what questions to ask during the interview process and during the offer negotiation stage."