
10 Key Components of a Successful Post-Bar Exam Job Search Strategy

1. Identify your Employment Targets

A successful job search strategy begins with the identification of geographic preferences, preferred employment setting (law firm, government agency, public interest organization, etc.) and legal practice areas of interest. See attached survey/worksheet to help you narrow your focus.

2. Schedule a counseling session with a CSO Career Counselor

Take advantage of the services and resources of the CSO. Working one-on-one with a CSO Career Counselor will help you generate ideas and identify helpful resources, as well as provide feedback on resumes and cover letters, and enhance your interviewing skills through a videotaped mock interview.

3. Develop a Personalized Job Search Strategy

There is no “cookie cutter” job search strategy for recent graduates. You must develop a personalized approach in order to be successful. Avoid the common pitfalls, refer to the USC Law School Small & Mid-Sized Law Firms Job Search Guide & Firm Directory to learn more about why mass mailings don’t work and conducting a job search beyond job postings (<http://mylaw2.usc.edu/portal/careers/employertypes/firm.cfm>)

4. Contact a Legal Temporary Staffing Agency

Temporary positions and project-based positions are a great way to gain valuable experience and earn money. See the attached list of legal temporary staffing agencies that our graduates have found helpful. Recent graduates have had success securing placements with Update Legal, Special Counsel, Kelly Law Registry and Robert Half Legal.

5. Expand your network

Reconnect with former employers. Reach out to family, friends, classmates. Identify target employers. Set goals – meet one (or more) new person each week. Visit the Information for Graduates section of the CSO Portal website for tips and strategies - <http://mylaw2.usc.edu/portal/careers/addresalumni/network.cfm>

6. Sign up for LinkedIn

A great way to expand your network is by joining LinkedIn (www.linkedin.com). In addition to connecting with existing contacts such as family, friends, former colleagues and classmates, you can use some of the site’s features such as groups to identify new contacts. Furthermore, a detailed LinkedIn profile can serve as your online resume viewable to networking contacts and potential employers. The CSO has compiled a LinkedIn reference guide that can be found on the CSO Portal website - <http://mylaw2.usc.edu/portal/careers/employertools/linkedin.cfm>.

7. Ask for a list of USC Law graduates that match your employment targets

The Development & Graduate Relations Office at the law school can run specific list of graduates based on geography, employment setting, and/or legal practice areas. They can be reached at alumni@law.usc.edu. In addition, The USC Law School Small & Mid-Sized Law Firms Job Search Guide & Firm Directory (<http://mylaw2.usc.edu/portal/careers/employertypes/firm.cfm>) and Martindale Hubbell (www.martindale.com) are great resources for identifying USC Law School alumni.

8. Check Job Postings on Symplicity and other sites

While Symplicity is the primary source for job postings for recent graduates, you should also explore additional websites, but be careful of websites that charge a fee. In addition, recent graduates interested in government and/or public interest work should refer to the attached list of web-based job boards. Lastly, recent graduates should consider applying for part-time law clerk positions as a way to gain valuable experience, earn money and “get a foot in the door” at a potential full-time employer.

9. Consider volunteer/pro bono work and possibly receive a Graduate Volunteer Grant

Great resume builder and networking opportunity. Visit the CSO Portal website for more information on volunteer opportunities: <http://mylaw2.usc.edu/portal/careers/addresalumni/gettinginvolved.cfm>.

10. Attend bar association events/professional associations

Look into bar associations for specific geographic areas, as well as specific sections of the local bar associations. Please review the attached Bar Association Guide for more information.

Employment Target Survey/Worksheet

Geographic Preferences:

- Los Angeles, CA
- Orange County, CA
- San Diego, CA
- San Francisco, CA
- San Jose, CA
- Sacramento, CA
- New York, NY
- Washington, DC
- Chicago, IL
- Portland, OR
- Seattle, WA
- Phoenix, AZ

Employer Setting Preferences:

- Large Law Firm (51+ Attorneys)
- Mid-sized Law Firm (26-50 Attorneys)
- Small Law Firm (1-25 Attorneys)
- Government
- Public Interest
- Business/In-House
- Judicial
- Academic
- Fellowship

Additional Considerations:

Additional Considerations:

Practice Area Preferences:

- | | |
|--|--|
| <ul style="list-style-type: none"><input type="checkbox"/> Admiralty & Maritime Law<input type="checkbox"/> Antitrust Law<input type="checkbox"/> Appellate Practice<input type="checkbox"/> Banking & Commercial Finance Practice<input type="checkbox"/> Bankruptcy Law<input type="checkbox"/> Civil Litigation<input type="checkbox"/> Corporate Practice<input type="checkbox"/> Criminal Law<input type="checkbox"/> Entertainment & Sports Law<input type="checkbox"/> Environmental Law<input type="checkbox"/> Family Law<input type="checkbox"/> Government Contracts Practice<input type="checkbox"/> Government Practice<input type="checkbox"/> Health Care Law<input type="checkbox"/> Immigration Law | <ul style="list-style-type: none"><input type="checkbox"/> Insurance Law<input type="checkbox"/> Intellectual Property Law<input type="checkbox"/> International Law<input type="checkbox"/> Labor & Employment Law<input type="checkbox"/> Legislative Practice<input type="checkbox"/> Military Judge Advocates/JAG<input type="checkbox"/> Municipal Finance Practice<input type="checkbox"/> Public Interest Law<input type="checkbox"/> Real Estate Law<input type="checkbox"/> Securities Law<input type="checkbox"/> Tax Law<input type="checkbox"/> Telecommunications Law<input type="checkbox"/> Tort Law: Personal Injury & Insurance Defense<input type="checkbox"/> Trusts & Estates |
|--|--|

Additional Considerations:

Agencies for Temporary Project Work
(updated August 2011)

Ajilon Legal (formerly Co-Counsel)

10940 Wilshire Blvd.
Los Angeles, CA 90024
Tel (310) 443-8660
Fax (310) 208-0925
www.ajilonlegal.com

Corestaff Services

6100 Wilshire Blvd., Suite 150
Los Angeles, CA 90048
Tel (323) 857-1225
Fax (323) 857-1906
www.corestaff.com

Gibson Arnold & Associates, Inc.

888 West 6th Street, Suite 550
Los Angeles, CA 90017
Tel (213) 955-9744
Fax (213) 955-9757
www.gibsonarnold.com

HIRE Counsel

633 West 5th Street, Suite 2800
Los Angeles, CA 90071
Tel (213) 223-2031
Fax (213) 223-2032
www.hirecounsel.com

Kelly Law Registry

617 W. 7th Street #504
Los Angeles, CA 90017
Tel (213) 622-8920
www.kellylawregistry.com

Leigh & Associates

17981 Sky Park Cir # N,
Irvine, CA 92614
Tel (213) 612-4411 (Los Angeles)
Fax (213) 612-4433
Tel (949) 756-0388 (Orange County)
Fax (949) 756-0397
www.legalplacement.com

Providus

700 S. Flower Street, Suite 2102
Los Angeles, CA 90017
Tel (213) 244-9994
Fax (213) 244-9995
www.providusgroup.com

Relativity Legal Solutions

11601 Wilshire Blvd., 5th Floor
Los Angeles, CA 90025
Phone: (310) 428-7544
Fax: (310) 943-2616
Contact: John Rosati, '96
jrosati@relativitylegal.com
www.relativitystaffing.com

Robert Half Legal (formerly The Affiliates)

10877 Wilshire Blvd., 4th Floor
Los Angeles, CA 90024
Tel (310) 209-6829
Fax (310) 209-6850
www.roberthalflegal.com

Special Counsel

Los Angeles
350 S Grand Ave
Los Angeles, CA 90071
Tel (213) 620-6206
Fax (213) 620-6214
Contact: Dottie Ghanbarian

Orange County

1201 Dove Street, Suite 390
Newport Beach, CA 92660
Tel (949) 261-2211
Fax (949) 261-2250
www.specialcounsel.com

Update Legal

707 Wilshire Blvd., Suite 1950
Los Angeles, CA 90017
Phone: (213) 489-3350
Fax: (213) 489-6672
www.updatelegal.com
Contact: Nicole Callanan

Job Posting Websites

GENERAL

Craigslist: www.craigslist.org
 Daily Journal classifieds: www.dailyjournal.com
 LawCrossing*: www.lawcrossing.com
 EmplawyerNet*: www.emplawyernet.com

* Fee based websites

GOVERNMENT JOBS

Federal: www.usajobs.gov
 California State: www.spb.ca.gov
 Los Angeles County: dhr.lacounty.info

PUBLIC INTEREST JOBS

PSLawNet: www.pslawnet.org
 Idealist: www.idealists.org

OTHER ONLINE RESOURCES

www.job-hunt.org/law.shtml
www.legalemploy.com

Salary Statistics for Recent Law School Graduates

[Statistics compiled by the National Association of Legal Professionals (NALP)]

| | Mean (National) | Mean (CA) | Mean (Los Angeles) |
|------------------------|-----------------|------------------|--------------------|
| Law Firm | 107,300 | \$120,111 | \$118,633 |
| 2-10 Attorneys | \$56,892 | \$68,196 | \$68,476 |
| 11-25 Attorneys | \$68,646 | \$76,979 | \$84,603 |
| 26-50 Attorneys | \$81,247 | \$90,081 | \$92,917 |
| 51-100 Attorneys | \$98,041 | \$107,480 | \$116,531 |
| 101-250 Attorneys | \$115,743 | \$132,849 | \$140,450 |
| 251+ Attorneys | \$134,526 | \$151,347 | \$147,818 |
| Government | \$52,140 | \$62,103 | |
| Business | \$76,402 | \$86,574 | |
| Public Interest | \$52,140 | | |

BAR ASSOCIATIONS BY GEOGRAPHIC LOCATION

Southern California:

Beverly Hills Bar Association

www.bhba.org

Los Angeles County Bar Association-LACBA is the largest volunteer Bar Association in the nation with over 24,000 members and has specific sections you can join, including but not limited to tax, family law, intellectual property, litigation, labor and employment, etc.

www.lacba.org

Orange County Bar Association

www.ocbar.org

Pasadena Bar Association

www.pasadenabar.org

San Bernardino Bar Association

www.sbcba.org

San Diego Bar Association

www.sdcba.org

San Fernando Valley Bar Association

www.sfvba.org

Ventura County Bar Association

www.vcba.org

Northern California:

Alameda County Bar Association

www.acbanet.org

Palo Alto Area Bar Association

www.paaba.org

Sacramento Bar Association

www.sacbar.org

San Francisco Bar Association

www.sfbar.org

Santa Barbara Bar Association

www.sblaw.org

BAR ASSOCIATIONS BY AFFILIATION

Southern California

Armenian Bar Association

www.armenianbar.org

Asian Pacific American Bar Association of Los Angeles

www.apabala.org

Black Women Lawyers Association of Greater Los Angeles

www.blackwomenlawyersla.org

California Minority Counsel Program

www.cmcp.org

California Association of Black Lawyers

www.calblacklawyers.org

BAR ASSOCIATIONS BY AFFILIATION

Southern California

California Women Lawyers

www.cwl.org

Hispanic Bar Association Orange County

www.ochba.org

Italian American Lawyer's Association

www.iala.info

Japanese American Bar Association of Greater Los Angeles

www.jabaonline.org

John M. Langston Bar Association

www.langstonbar.org

Korean American Bar Association

www.kabasocal.org

Lesbian and Gay Lawyers Association of Los Angeles

www.lgla.net

Mexican American Bar Association

www.mabaattorneys.com

Phillipine American Bar Association

www.philconnect.com/paba/

South Asian Bar Association

www.sabasc.org

Southern California Chinese Lawyers Association

www.sccla.org

Women Lawyer's Association Los Angeles

www.wlala.org

Northern California

Asian American Bar Association

www.aaba-bay.com

Charles Houston Bar Association

www.charleshoustonbar.org

Italian American Bar Association of Northern California

www.iabanorcal.org

Korean American Bar Association

www.kabanc.org

Queen's Bench Bar Association (Northern California Women's Bar Association)

www.queensbench.org

San Francisco La Raza Lawyers Association

www.larazalawyers.org

South Asian Bar Association

www.southasianbar.org

OTHER USEFUL BAR ASSOCIATIONS

American Bar Association
www.abanet.org
American Intellectual Property Bar Association
www.aipla.org
Association of Corporate Counsel
www.acc.com
California Bar Association
www.calbar.org
Federal Bar Association
www.fedbar.org/losangeles.html

HOW TO UTILIZE A BAR ASSOCIATION

Think of participation and membership in a bar association as an easy way to enhance and expand your professional network. Memberships are offered at a reduced cost for new or recently admitted attorneys and provide an excellent opportunity for you to meet and speak with attorneys that are not already in your network. Here are a few tips on how to best utilize bar associations:

- **Job Opportunities:** Some bar associations have job boards and post job opportunities on their websites.
- **Mentorship Program:** Take advantage of the mentorship programs that various bar associations offer. Some have formal mentorship program where they match attorneys one-on-one with mentors.
- **Attend networking events:** Whether it is an informal happy hour, formal wine and cheese event, bench/bar mixer, or holiday party, attending these events can give you a chance to practice your personal “pitch”, learn from different attorneys, and use them as a future resource.
- **Volunteer to help out at an event:** Many organizations will allow you to attend the event for free in exchange for volunteering. Whether it is for the annual fundraising dinner, a CLE course, a conference or a symposium, this is often a great way to meet judges, partners at a firm, or lawyers who practice in the area that you are interested in. Attending a CLE course, conference or symposium in the area you want to practice shows initiative. It is also something that you can mention in an informational interview or cover letter to a prospective employer.
- **Volunteer for a pro bono opportunity:** Many bar associations perform pro bono work through monthly legal clinics or partnerships with non-profits. Serving as a pro bono attorney keeps your legal skills sharp and also allows you to meet other volunteer pro bono attorneys from various firms and practice areas.
- **Sign up for the newsletter:** Many associations publish a newsletter emailed to its members providing information about news updates, upcoming events, and volunteer or job opportunities.
- **Join a committee or section:** LACBA’s Litigation and Intellectual Property sections are active. The Beverly Hills Bar Association has active Entertainment and Barristers sections (attorneys under 35). Request to serve on a committee. Bar associations serving diverse populations also have numerous positions to serve as chair or co-chairs of committees. Serving on a committee provides you with the opportunity to work closely with other practicing professionals who could provide job referrals or serve as a reference.
- **Useful links to other organizations and websites:** Bar associations usually provide links to articles, organizations, and other websites that may be of interest to you.