



Student Services Weekly Newsletter

Offices of Career Services, Student Services and Academic Affairs
Friday, January 21, 2011

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Noteworthy Recent Job Postings

1Ls: Osborn Maledon P.A. in Phoenix, AZ is looking for a 1L summer associate. The position is paid and would entail working in a number of different areas in which the firm practices. For more information, please refer to the posting on Symplicity.

1Ls and 2Ls: The FDIC is now accepting applications for its paid summer program in either the DC or Virginia area. Summer interns are assigned to a variety of projects within one section of the Legal Division that will provide significant legal experience. For more information, please refer to the posting on Symplicity.

2Ls: McKool Smith in Dallas, TX is hiring a 2L for its paid summer program. McKool's lawyers engage in high-stakes business, intellectual property, white collar, bankruptcy and appellate litigation. To apply, or for more information, please refer to the posting on Symplicity.

2Ls: Jockey International, in Kenosha, WI, is accepting applications for a paid summer internship. The intern will work with in-house legal staff in diverse areas of corporate law. For more information, please refer to the posting on Symplicity.

2Ls and 3Ls: The Madison City Attorney's Office is accepting applications from 2Ls and 3Ls for part-time law clerk positions for Spring Semester, 2011. The positions primarily entail research and writing. For more information, please refer to the posting on Symplicity.

Lunch with Lawyers - Business Law, Presented by Foley & Lardner

On Thursday, February 3rd from 12:25 - 1:15 in Rm. 5229, attorneys from Foley & Lardner will be here to discuss career paths and opportunities in Business Law. The attorneys will talk about the kind of work they do and what kind of coursework and background are needed for their practices.

The panelists will be: Carl Kugler, Partner, Commercial Transactions and Business Counseling Practice, Wisconsin Law School Alum; Terry Nelson, Partner, Securities Enforcement/Private Equity & Venture Capital Practice, Wisconsin Law School Alum; Raina Zanow, Associate, Transactional & Securities Practice, Wisconsin Undergrad Alum; and Katie Rist, Associate, Real Estate, Wisconsin Law School Alum.

1Ls are encouraged to attend, especially those applying for the Foley Scholarship. **Pizza from Ian's Pizza will be served. Please RSVP through Symplicity** so enough food can be ordered. RSVP by logging into Symplicity, clicking

on the "Events" tabs, then on "Workshops" and selecting the "Lunch with Lawyers - Business Law (Foley)" presentation.

If you have questions, contact nileshpatel@wisc.edu.

Interviewing Skills Workshop

Save the date: All law students are invited to attend an Interviewing Skills Workshop on Friday, February 4, from 12:25 to 1:20, co-sponsored by the law firm Quarles & Brady, and APALSA/SALSA, BLSA, ILSA and LLSA. Two Quarles & Brady attorneys will be presenting information and advice on how to put your best foot forward in a law firm interview. **A pizza lunch will be provided for all students who RSVP by Wednesday, February 2, to Linda.Lamp@quarles.com.** Location to be announced later.

2Ls: Apply Now for the AAJ Women for Justice Education Fund's 2011 Mike Eidson Scholarship.

The Mike Eidson Scholarship Fund was established by the AAJ Women's Trial Lawyers Caucus in 2008, in honor of AAJ Past President Mike Eidson, whose vision and generosity inspired it. The Scholarship is awarded annually to a rising 3L (or rising 4L in a night program) female student who has demonstrated a commitment to a career as a trial lawyer, along with dedication to upholding and defending the principles of the Constitution, and to the concept of a fair trial, the adversary system, and a just result for the injured, the accused, and those whose rights are jeopardized.

The **application deadline is May 31, 2011** and the Scholarship will be awarded at the AAJ Annual Convention, which will take place this year in July in New York City. Please visit Career Services for an application.

Navy JAG Informational Interviews

A representative of the U.S. Navy JAG will be at the Law School on February 24 to conduct informational interviews of 1Ls, 2Ls and 3Ls who would like to discuss summer or post-graduate opportunities with the Navy JAG. If you are interested in interviewing with Lt. Clady when he is here, please submit your resume in response to the job posting in the Symplicity Job Bank; then go to the "OCI" section of Symplicity, select the "Navy JAG Open Sign Up" session from the "Sessions" drop-down menu, click on the button that says "Feb. 24," and sign up for an interview time.

FCBA Foundation Now Accepting Applications for Funding of Unpaid Communications-Related Legal Internships

For the 18th consecutive year, the Federal Communications Bar Association (FCBA) Foundation will award stipends to law students from its Chairman Robert E. Lee Scholarship and Internship Fund. In 2011, the Foundation will award several stipends to law students employed as unpaid summer interns in positions with the FCC and other government agencies or entities with a connection to the communications industry (i.e., broadcasting, cable television, telephony, satellite, wireless, and information technology).

In addition, the Foundation will select one outstanding intern among those chosen to receive an additional stipend for the summer—the “Max Paglin Award.” Mr. Paglin was the former General Counsel and Executive Director of the FCC, and the founder of the Golden Jubilee Commission on Telecommunications, which compiled a definitive legislative history of the Communications Act.

Requirements: Applicants will be selected on the basis of: (1) a demonstrated interest in the communications field, (2) having secured or having pending, an unpaid summer position (internship) for at least eight weeks in communications with a government agency or entities with a connection to the communications industry, (3) dependence on financial assistance in order to accept the unpaid internship in a government agency or entity involved in communications; and, (4) community activities. To the extent a recipient receives unanticipated funding for the unpaid internship, the FCBA Foundation’s general policy is to reduce its scholarship awards by any amount that a recipient’s total funding (including all sources) for the internship would otherwise exceed \$7,000.

Applications for internship funding should be submitted to Kerry Loughney, FCBA Foundation, 1020 19th Street, NW, Suite 325, Washington, DC 20036 or kerry@fcba.org. Applications must be post-marked by Wednesday, March 16, 2011. Applicants may be asked to interview with members of the Foundation Board; interviews may be conducted by telephone. Winners will be notified by Friday, April 15, 2011.

To view the application, go to:
http://www.fcba.org/foundation/internship_stipends.shtml

Deadlines Approaching in the Next Week

The following have application deadlines within the next two weeks. You can find out more information about each one by visiting the "Deadlines" section of the Career Services webpage:
<http://www.law.wisc.edu/career/cal.html>

January 24, 2011: 1Ls
Applications due for the Perkins Coie Diversity Clerkship Program.

January 28, 2011: 1Ls
Applications due by 12:00 PM EST for the Charlotte Legal Diversity Clerkship Program.

Spring Career and Internship Fair

Tuesday, January 25
4:30 – 8:00 p.m.
Kohl Center
601 West Dayton Street

All UW-Madison students are welcome to attend this FREE event. This fair offers students the opportunity to connect with approximately 400 representatives from over 135 organizations who are eager to talk about their full-time and internship positions, as well as offer students a chance to research careers and network.

For more information about this event, please visit:
http://www.buckynet.org/career_fair_sf2011.asp

For information about the companies attending the event, please visit: <https://bus-wisc-csm.symplicity.com/events/students.php?mode=list&cf=S-CIF2011>

Bidding Now Open for Wisconsin Public Interest Interview Program

Bidding is now open for the annual Wisconsin Public Interest Interview Program (PIIP), which will be held on two consecutive Saturdays in February. On Saturday, February 19, Madison area employers will interview at the Law School (interviews will actually be held in Grainger Hall), and on Saturday, February 26, Milwaukee area employers will interview at Marquette Law School. You can bid on both Milwaukee and Madison area employers. Bidding will close on Sunday, January 30 at 11:00 p.m. CST.

PIIP will be treated as an OCI (on-campus interviewing) session in Symplicity. Therefore, if you want to participate, your first step is to review and research the list of participating employers (see below) and decide with which of them you are interested in interviewing. You may then log onto Symplicity (<https://law-wisc-csm.symplicity.com/students>) and review the information about the participating employers, including application materials requested. To do so, click on “OCI” in the top row of choices, which will take you to a screen that has a pull-down menu (under Search Filter: Sessions) enabling you to choose an OCI “session.” Select the session entitled “2011 Wisconsin Public Interest Interview Program.” When you do so, the list of registered employers interviewing students in your class year will display. If you click on the “Review” button to the left of an employer’s name, you’ll be taken to a screen giving you additional information about that employer (e.g., the employer’s website, a list of the application materials that the employer wants students to provide, the name(s) of the interviewer(s), etc.).

Most of the employers participating in PIIP are asking for a resume and a cover letter; some also have requested a writing sample, transcript and list of references. You will need to create the documents that the employers you want to interview with have requested, and upload them onto Symplicity, using the “Documents” tab on the top row of choices. When you go to the “Documents” section, you can upload any documents that you haven’t already uploaded by clicking “Add New,” and identifying the documents from your hard drive. To upload a transcript, you will need to go to “My UW” and copy your grade report into a Word document and upload that (obviously, 1Ls will only be able to upload those grades that have been submitted by Sunday, January 30, the bidding deadline; if not all of your grades have been submitted, please mention in your cover letter that you will provide an updated transcript/grade report at your interview). After you have uploaded and labeled all necessary documents, go back to “OCI,” select “Review” or “Apply” next to the employer’s name, choose the appropriate cover letter, etc., and then click “Apply.”

Please remember that bidding on employers participating in PIIP will close at 11:00 p.m. CST on Sunday, January 30. Although there is no advantage to bidding and submitting your documents early, please also do not wait until the last minute to bid.

To date, participating employers include the following (all organizations are interviewing both 1Ls and 2Ls unless otherwise noted):

In Madison on February 19:

ABC for Health: www.safetyweb.org

City of Kenosha, City Attorney's Office: www.kenosha.org

Clean Wisconsin: www.cleanwisconsin.org

Coalition of Wisconsin Aging Groups: www.cwag.org (also potentially interviewing 3Ls)

Community Justice, Inc.: www.communityjustice.org

Disability Rights Wisconsin: www.drwi.org

Dane County Corporation Counsel: www.countyofdane.com (application collection only; interviews will take place at their offices)

Federal Defender Services: www.fd.org (2Ls only)
Freedom From Religion Foundation: www.ffrf.org

Legal Aid Society of Milwaukee: www.lasmilwaukee.com (interviewing for Children's Court and main civil office)

Legal Action of Wisconsin: www.legalaction.org

Midwest Environmental Advocates: www.midwestadvocates.org (interviewing for Fall 2011 and Spring 2012 externships only)

Office of the City Attorney, Madison: www.ci.madison.wi.us/attorney

Office of the State Public Defender: www.opd.wi.gov (1Ls only)

RISE Law Center (formerly the Immigrant Project of the Wisconsin Coalition Against Domestic Violence)

Wisconsin Coalition Against Domestic Violence: www.wcadv.org

Wisconsin Coalition Against Sexual Assault: www.wcasa.org

Wisconsin Department of Children and Families: www.dcf.wisconsin.gov

Wisconsin Department of Employee Trust Funds: <http://etf.wi.gov>

Wisconsin Department of Transportation: www.wi.dot.gov

Wisconsin Judicare: www.judicare.org

In Milwaukee on February 26:

AIDS Resource Center of Wisconsin: www.arcw.org

American Civil Liberties Union of Wisconsin Foundation:
www.aclu-wi.org

Benedict Center: www.benedictcenter.org

Catholic Charities of the Archdiocese of Milwaukee:
www.catholiccharities.org

Kids Matter, Inc.: www.kidsmatterinc.org (also interviewing 3Ls for possible attorney positions)

Milwaukee Bar Association's Lawyer Referral and Information Service: www.milwbar.org

Milwaukee County Child Support Enforcement:
www.milwcnty.com (1Ls only)

Milwaukee Justice Center:
www.milwaukeecounty.org/CourtServices7714/SelfHelpClinic.htm

Nonprofit Legal Services of Southeastern Wisconsin, Inc:
<http://law.marquette.edu/cgi-bin/site.pl?2130&pageID=2617> (possibly interviewing 3Ls for attorney positions)

Sheboygan County Corporation Counsel:
http://www.co.sheboygan.wi.us/html/d_corpensl.html
(2Ls only)

Wisconsin Department of Revenue (2Ls only; must have taken Tax I)

U.S. Department of Housing and Urban Development:
www.hud.gov (2Ls only)

Other employers may be added at a later date, so please check the Symplicity site often! A binder containing information about individual employers is available for your review on the table outside Kristin Davis' office in Career Services.

Please note that many of the participating employers cannot pay a stipend for the summer; regardless, a full-time summer internship (400 hours) with most of these public interest employers makes you eligible to apply for one of the Law School's Summer Public Service Fellowships (applications will be available soon in the Career Services Office).

Pro Bono Partnership - Work with Coalition of Wisconsin Aging Groups and Labor & Industry Review Commission

Interested in working on elder law issues? How about economic justice issues? Want some hands-on experience? This opportunity is perfect for you!

The Pro Bono Partnership has teamed up with Coalition of Wisconsin Aging Groups (CWAG) to bring you a number of pro bono opportunities, including appeals from civil commitments (amicus brief) and collections on medical bills. CWAG is looking for interested and motivated students to help them seek justice for their elderly clients.

There is also a great need for people to help prepare hearing summaries for the Wisconsin Labor & Industry Review Commission (LIRC). Learn valuable attorney skills while listening to short hearings on your own schedule. Budget cuts have made it increasingly difficult for low-income individuals to get the legal documents they need to represent themselves *pro se*. You can help them exercise their rights. Administrative law judges who hear these equal rights cases are willing to answer students' questions, as well as meet with them after hearings to discuss. Not only will you gain valuable skills, you will also be helping to solve a growing economic justice issue!

Wills for Heroes - Help Those Who Help Us All!

The UW Pro Bono Partnership Project has partnered with Wills for Heroes in Dane County and wants YOU to help serve our community's first responders. At Wills for Heroes events, volunteer lawyers prepare wills and other estate planning documents at no charge for eligible first responders and their spouses or domestic partners. These volunteer attorneys can't do it all themselves and would love to have you shadow them during the day and help out.

The next Wills for Heroes clinic is Saturday, January 29th at the Madison Police Department Training Center from 9am to 4pm. Students can volunteer in three hour shifts or for the entire day.

If you are interested in getting real, tangible experience with a knowledgeable attorney and actual clients, please contact the UW Pro Bono Partnership Project Coordinator, Henry Weiner, by stopping by his office in the Career Services Office, Room 3221, and picking up an application or emailing him at hweiner@wisc.edu.

Wills for Heroes also asks that you sign up as a volunteer "witness" on their website, <http://madisonpd.eventbrite.com>

Help those who help us every single day while gaining valuable legal experience in wills and estate planning. Sign up today!

NALP Apartment Exchange Now Available

NALP's annual free Apartment Exchange will be available at www.nalpexchange.org until May 15. This is a service that law students can use if they are looking for housing in a different city this summer, or if they would like to try to sublease their own apartment to a student from another law school who may be working in Madison this summer.

January International Career Employment Weekly Now Available

The January 21, 2011 issue of International Career Employment Weekly is now posted on the Web. Go to <http://www.internationaljobs.org> and click on "Latest Weekly" to access the latest issues.

For the username and password to access the ICEW, go to <http://law.wisc.edu/career/> and then click on "Passwords, Podcasts and Presentations" under the heading "Popular Quick Links."

Keeping Track of Deadlines & Events

The Career Services Office lists dates for deadlines and events on the Career Services webpage: www.law.wisc.edu/career. Click on the "Deadline" tab for a quick list and details about special deadlines for scholarships, bar exam applications and tests, bidding for on-campus or off-campus interviews, interview dates for off-campus programs or submission deadlines for writing competitions. Also check Symplicity for regularly posted job deadlines.

In addition, students can find out about upcoming events such as Lunch with Lawyers or other career related presentations by checking the Law School calendar (<http://law.wisc.edu/calendar/>), the large monthly calendar outside the Career Services Office, and on the "Events" tab on the Career Services webpage: www.law.wisc.edu/career. You will also find the information listed in the calendar section of Symplicity.

The Career Services Office is currently finalizing the spring semester presentations' schedule and it will be updated in all of the above locations shortly.

Previous Newsletter Notices

Advice for 1Ls on How to Handle Requests for Transcripts or First Semester Grades

When first year law students begin to apply for summer positions, they are often asked to provide a transcript or other information about their fall semester grades. Since fall semester grades aren't even due from professors until the end of this week, most of you have not yet received many, or any, fall semester grades. However, we recommend that you NOT wait until all your grades have been submitted, to apply for jobs that interest you. Instead, apply as soon as you see a job posting you want to pursue. Provide whatever grades you have at that time, and include in your cover letter an undertaking to supplement your application as soon as you have received all of your grades. It is never a good idea to wait to submit a job application -- many employers fill their summer programs as soon as they receive sufficient applications from excellent candidates, and they are not required to wait until the stated application deadline. Applying early is an excellent way to show the seriousness of your interest in a position.

When an employer asks for a "transcript," it is almost always sufficient to provide an unofficial transcript. If you need or want to submit one electronically, you can create an unofficial "transcript" of your grades using a format like the one on the template that you can view at <http://www.law.wisc.edu/career/transcript.html>.

Army JAG Interviewer will be here in February

A recruiter for the Army JAG will be visiting the Law School on February 14 (and potentially the 15th if enough students express interest) to interview 1Ls for paid, civilian law clerk positions throughout the country, and to interview 3Ls who want to be considered for Active Duty Accessions. Because the 1L summer positions are not military positions, you do not have to be a U.S. citizen to be eligible, and the "don't ask, don't tell" policy (if it even exists anymore) does not apply. If you want to interview with the recruiter when she is here, look at the appropriate posting ("Paid Summer Legal Internship," for 1Ls; "Army JAG Officer," for 3Ls) in the Job Bank on Symplicity and follow the instructions for "bidding" for an interview through the OCI portion of Symplicity **no later than January 28 at 5 p.m.**

Funding for Summer Public Interest/Public Service Positions

If you are networking or applying for summer jobs over winter break, you will find that most public interest/public service positions are either unpaid or extremely low paid. Please keep in mind that the Law School provides limited

funding for these types of positions through the Summer Public Service Fellowship (SPSF) program. The majority of the fellowships will be funded in conjunction with the federal work-study program, and will be in the amount of \$2,500, depending on the number of applicants and the amount of available funds.

To be eligible for consideration for an SPSF, a job must be:

- With a non-profit organization or a government agency;
- Legal in nature;
- One that allows you to work a minimum of 10 weeks AND a total of at least 400 hours over the summer;
- One that provides a licensed attorney to supervise you; and
- NOT one for which you COULD receive academic credit (even if you volunteer without receiving academic credit). This final criterion means that under no circumstances will any applicant receive SPSF funding for work done through a Law School clinical/externship program (e.g., Remington Center or EJI clinical programs) or other Law School for-credit academic program during the summer. This includes clinical/externship programs for which students receive credit but no stipend (e.g., Center for Patient Partnerships, Judicial Intern Clinical Program, Wisconsin Department of Justice Externship Program). If you elect to volunteer for a position which you could take for academic credit as part of a Law School externship program, you are also ineligible to apply for a SPSF. This includes volunteering for the Wisconsin Department of Justice and, if you are a 2L, volunteering with the State Public Defender's Office or any county prosecuting attorney's office.

Any returning, enrolled University of Wisconsin Law School student may apply for an SPSF. This includes 1Ls, 2Ls, and any joint-degree students who will not have graduated from the law school prior to completing work at the funded position.

Applications for the SPSF will be available in the Career Services Office in late January. If you have any questions about the SPSF, please contact Kristin Davis at kristindavis@wisc.edu.

Other sources of funding for summer public interest/public services positions can be found at: http://law.wisc.edu/publicinterest/summer_funding.htm.

Public Service Fair

Thursday, January 27, 2011
11 am-2 pm
Great Hall, 4th Floor, Memorial Union

The Public Service Fair is an annual event that hosts over 60 representatives from non-profit organizations and governmental agencies to showcase their current volunteer, internship, and/or employment opportunities. All UW-Madison students can benefit from this event, regardless of

your major or year in school. Begin your job, internship, and/or volunteer search, network with employers, or just start researching opportunities in the government and non-profit sectors. Begin planning for a successful future today!

For a list of organizations attending the fair click the link below
<https://bus-wisc-csm.symplcity.com/events/students.php?mode=list&cf=PSF2011>

Questions? Contact Angie White, Letters and Science Career Services, awhite2@wisc.edu, 608-263-5055 or Stacey Sommerfield, Morgridge Center for Public Service, snsommerfiel@wisc.edu, 608-262-8446.

2011 Public Policy Handbook Now Available

We are pleased to announce that the 2011 Public Policy Handbook, published annually by the University of Arizona James E. Rogers College of Law, is now "live" on our website:

<http://www.law.arizona.edu/publicpolicyhandbook/>. For the username and password to access the Handbook, go to <http://law.wisc.edu/career/> and then click on "Passwords, Podcasts and Presentations" under the heading "Popular Quick Links."

3Ls Intending to Take the March MPRE

If you intend to take the Multistate Professional Responsibility Exam (MPRE) on Saturday, March 5, 2011, you must register with the National Conference of Bar Examiners (NCBE). The regular registration deadline is midnight (CST) Tuesday, January 18, 2011, for online applications; the fee for registration is \$63. You must apply no later than the late registration deadline of midnight (CST) Thursday, February 3, 2011 for online applications. The fee for late registrations is \$120. They NEVER waive the registration deadline for any reason.

Information concerning the MPRE can be obtained from the NCBE website - www.ncbex.org. To register to take the March administration of the exam, go to <https://secureweb01.act.org/mpre/> and follow the instructions. The NCBE accepts Visa® and MasterCard® online or you can apply by mail using other payment methods. All fees paid to the NCBE are non-refundable.

Scams Targeting Job Seekers

A job board scam that is targeting job seekers, particularly graduating students, has recently been brought to our attention. The known details are posted below. The scam basically tries to get a job seeker's name, bank account

number and SSN by offering a job after a phone interview. The companies send a "signing bonus" check that turns out to be fraudulent and, because the companies have access to the job seeker's banking information, the companies clear out the job seeker's bank account.

It is unclear how these companies find and contact job seekers. However, take the following steps to avoid such a scam: 1) Use a reputable job board; 2) Do a quick google search of the company to make sure it is a valid operation or ask if Career Services knows of the organization; 3) If the organization is not well established or unknown, wait until you are able to start the position before providing sensitive information such as birthdate, SSN and banking information. If you feel you must provide banking information, set up a separate account for the "direct deposit" to shield your regular account.

Pro Bono Partnership - Now online!

The Pro Bono Partnership Project is now online at www.law.wisc.edu/career/publicinterest/probono/index.html (Link for Pro Bono Partnership is on the Career Services site, as well). Download an application or check out more information before you get involved!

Did you know that more than half a million people in Wisconsin are facing legal problems yet cannot afford legal assistance? Want to do something about it? Join the UW Pro Bono Partnership Project! Gain valuable real world experience working with attorneys on pro bono civil cases while helping to bridge the justice gap in Wisconsin. We have already paired students with attorneys to work with Domestic Abuse Intervention Services (DAIS) and the Wills for Heroes program, as well as several other intriguing cases. You must be a 2L or 3L to apply.

If you are interested, stop by the Career Services Office, Room 3221, to pick up an application, go to our website, or email Henry at hweiner@wisc.edu.

International Humanitarian Law Student Writing Competition

The American University Washington College of Law Center for Human Rights and Humanitarian Law and the American Society of International Law's Lieber Society (ASIL) are seeking submission of papers for the first International Humanitarian Law Student Writing Competition.

Eligibility and requirements:

- Students must be currently enrolled in a law degree program at a U.S. or foreign law school
- Students may choose a topic within the scope of international humanitarian law
- Submissions must be unpublished academic papers written solely by the candidate in English

- Papers must be submitted by e-mail to teachingihl@wcl.american.edu
- **The deadline for submissions is Monday, January 31, 2011, by 12 P.M. (EST)**

Please click on the following link to review the complete Competition rules as well as the application form: http://www.wcl.american.edu/humright/center/student_ihl_writing_competition.cfm.

Interested students can contact teachingihl@wcl.american.edu with any questions.

Foreign Language and Area Studies Fellowships

Foreign Language and Area Studies (FLAS) fellowships provide funding for students to acquire foreign language proficiency and training in area or international studies. FLAS fellowships are funded by the U.S. Department of Education and are administered by the UW-Madison's area and international studies National Resource Centers. FLAS awards are only available for certain world languages, and are contingent on federal funding.

The entire application, and more detailed information, will be available online at <http://flas.wisc.edu>. **The application deadline is February 15, 2011.**

Password Protected Sites

Passwords to all the password-protected resources that UW Law Career Services subscribes to are available by going to <http://law.wisc.edu/career/> and clicking on the link to "Passwords, Podcasts and Presentations," which is the fourth item under the heading "Popular Quick Links."