

# THE CCS BUZZ

Your weekly guide to what is important to your career and professional development

Week of December 1, 2008

## What Can You Be Doing Over Winter Break? We're Glad You Asked....

### Who Will You Meet Over Winter Break?



Did you know that most jobs are obtained by word of mouth, or who you know? Don't worry if you don't know any lawyers personally, they are all around you. While at family events for holiday functions, let everyone know that you are in law school and are looking for a summer or permanent job. Getting a haircut or going to the dentist? Let them know too. There are many stories that we can tell you about students who received job offers through these means. Seek out the local bar association to see if there will be any luncheons or holiday receptions while you are in the area. Take control of your future, go out there and NETWORK, yes, network. You will continue to network throughout your entire professional career, so start now.

### Prepare For Next Semester's Recruiting

Prepare your resume and cover letter. Application deadlines begin right after the first of the year for many opportunities including government positions, internships, fellowships and OCI. Sample resumes and cover letters are available on the CCS website, and you can email your drafts to a counselor for review. Please note, however, that emailed resumes and letters are still subject to the 48 hour turn around. We will certainly try to get them back to you sooner if at all possible.

### TIP OF THE WEEK **Volunteerism**

Whether you are at home or in Gainesville, tis' the season to volunteer to help others and gain hours toward your Community Service or Pro Bono Certificate.

### Court Observation

Either setting up with the Judicial Administrator in advance or just showing up to public hearings and trial will afford you the opportunity to see justice in action & talk with local attorneys.

### South Florida Bound?



If you are interested in doing a judicial clerkship or practicing in the South Florida area and can be in Miami on Thursday, January 15, 2009, be aware of the Florida Bar Mid-Year Meeting at the Hyatt Regency Miami. On Thursday afternoon the Young Lawyers Division of the Florida Bar will be hosting a program for law students followed by a networking event. Then you can join the UF Law Alumni Reception from 6:30-8:00. Career Services will be able to invite 10 students to attend the Alumni reception with Gator practitioners and judges. Full details and sign up information will be available January 6<sup>th</sup>.

### Conduct An Informational Interview

Contact a lawyer or professional in your area to learn about their career path, how they prepared and to seek their recommendations.

### 1L CORNER **COMPLETE YOUR BAR APPLICATION**

Winter break is ideal to set aside some time to prepare your bar application for submission. While you are home, track down that missing information. We all know how daunting a task it is and finding time to put this information together, while keeping up with class work is close to impossible. So, now's the time. **DEADLINE**



**January 15, 2009 - 1L 180 Day Initial Application**



## FOCUS ON SHIPS

Fellowships • Internships • Clerkships • Scholarships

The Sarasota County Bar Association Diversity Scholarship Fund is intended to provide an opportunity for first through third-year law students of under-represented minority backgrounds (e.g. race, color, religion, national origin, ethnicity, age, gender, sexual orientation, physical disability, or socioeconomic background) who have an interest in practicing law in Sarasota County upon graduation, to obtain summer placement. At the conclusion of the student's summer employment in a law firm or governmental agency, the law school the student attends will receive scholarship funds of at least \$5,000.00 per student to be used by the student to continue his or her education. During employment, the student will be assigned an attorney mentor from the Sarasota County Bar Association and will attend a reception to welcome and honor the student and the employer with representatives from the Bar Association and Community Foundation. Applicants must be attending any accredited law school in the state of Florida and be able to devote at least 30 hours per week to employment in Sarasota County in the Summer.

The application deadline is **December 1, 2008**. Applications can be downloaded from the Community Foundation of Sarasota County's website, which is: [www.cfsarasota.org](http://www.cfsarasota.org) (see the *Special Interest Scholarships* page)

## Holiday Hours for the CCS

The Center for Career Services will be open during regular hours, Monday through Friday, 8am to 5pm EXCEPT when the University is closed-Thursday, December 25-Friday, January 2, 2009. Regular hours will resume on Monday, January 5, 2009.

The CCS Wishes You A  
**Great Winter Break!**



Although Career Services reports announcements of opportunities and events that may state a preference for a specified religion, gender, sexual orientation, race, nationality, ethnicity, disability or other category, it is UF Law CCS's policy that any interested UF Law student is eligible to submit credentials for consideration and may participate in the events.

## Blankets for the Homeless

Help the homeless locally during the cold winter months. The CCS once again offers a collection site for the Homeless Coalition's Annual Winter Blanket Drive. Gently used or new blankets can be donated in a collection box outside of the Center for Career Services at 244 Bruton Geer Hall from 8am-5pm on weekdays.



## WINTER BREAK READING!

- \* Kimm Walton's **Guerilla Tactics for Getting the Legal Job of your Dreams, or What Law School Doesn't Teach You...But You Really Need to Know**, or **America's Greatest Places to Work with a Law Degree** are good bets.
- \* Try **Never Eat Alone** or **How to Work a Room: The Ultimate Guide to Savvy Socializing in Person and Online** or **Choosing Small - Choosing Smart: Job Search Strategies for Lawyers in the Small Firm Market**.
- \* Close to Graduating? Pick up **The Legal Career Guide: From Law Student to Lawyer**



## CCS AVAILABILITY

Hours of Operation: M-F 8am-5pm

Walk-Ins: Have a quick question? Pop in M-Th 8:30am-3pm

Appointments: Ask at the front desk or email [careers@law.ufl.edu](mailto:careers@law.ufl.edu)

IM: Fridays, 9am-5pm for Yahoo, Hotmail, AOL  
Screen name: UFLAWCAREERS

Blog: Check out the **NEW** and **CONTINUALLY UPDATED** place to find your important career planning info: [uflawccs.blogspot.com](http://uflawccs.blogspot.com)

