

# THE LAW CONSORTIUM

BOSTON COLLEGE LAW SCHOOL BOSTON UNIVERSITY SCHOOL OF LAW THE GEORGE WASHINGTON UNIVERSITY LAW SCHOOL  
NORTHWESTERN UNIVERSITY SCHOOL OF LAW THE UNIVERSITY OF TEXAS SCHOOL OF LAW

## SAN FRANCISCO OFF-CAMPUS RECRUITMENT PROGRAM FALL 2009

March 20, 2009

Dear Recruiter:

The Law Consortium invites your organization to participate in our **San Francisco Off-Campus Recruitment Program for Fall 2009**. This program will take place on **Thursday, September 10, 2009** at the Embassy Suites San Francisco Airport South, 250 Gateway Blvd, South San Francisco. The program is designed to make recruiting convenient for your law firm or organization by providing the opportunity to interview second and third-year students from five top law schools in one day at the same location.

The logistics of the program and how it works are as follows: we will forward you the resumes of interested students from the participating law schools four weeks prior to the program. You may select the students you wish to interview from this group, and create a list of alternate candidates to fill your schedule in case of cancellations. (Please note, on the day of the job fair students participating in the program will be allowed to sign into open slots, unless otherwise noted.) After you select the students you wish to interview, an interview schedule will be prepared and sent to you prior to the date of the program.

The registration fee for this program is \$500 for each schedule/room for private sector employers. The fee is waived for one room for government/public interest employers; the standard \$500 fee will apply for each additional room requested.

If you wish to participate in the **San Francisco Off-Campus Recruitment Program**, please submit the enclosed registration form, along with the registration fee to Kelly Obenauer, Assistant Director of Recruitment & Marketing at Northwestern University School of Law, by June 1, 2009.

If you are unable to attend, we encourage you to consider participating in the Resume Request program. Each participating school is happy to collect and forward resumes of interested students, post notices announcing positions with your organization, or provide additional assistance for your recruitment efforts at no cost.

If you have any additional questions about the logistics of the program, please contact Kelly Obenauer at (312) 503-3281 or via e-mail at [k-obenauer@law.northwestern.edu](mailto:k-obenauer@law.northwestern.edu).

We hope that you will find the **San Francisco Off-Campus Recruitment Program** to be a convenient and attractive option as you make your recruitment plans.

Very truly yours,

Maris L. Abbene  
Assistant Dean, Career Services Office  
Boston College Law School

Helen Long  
Director, Career Development Office  
Boston University School of Law

Kathryn Parente  
Recruitment Manager, Career Development Office  
The George Washington University Law School

William A. Chamberlain  
Assistant Dean  
Center for Career Strategy and Advancement  
Northwestern University School of Law

David Montoya  
Assistant Dean, Career Services Office  
The University of Texas School of Law

# THE LAW CONSORTIUM

BOSTON COLLEGE LAW SCHOOL BOSTON UNIVERSITY SCHOOL OF LAW THE GEORGE WASHINGTON UNIVERSITY LAW SCHOOL  
NORTHWESTERN UNIVERSITY SCHOOL OF LAW THE UNIVERSITY OF TEXAS SCHOOL OF LAW

## SAN FRANCISCO OFF-CAMPUS RECRUITMENT PROGRAM THURSDAY, SEPTEMBER 10, 2009

### REGISTRATION FORM

Employer: \_\_\_\_\_  
(Please print full name)

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact/Title: \_\_\_\_\_  
(Resumes will be mailed to this person)

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_ Web Site: \_\_\_\_\_

Other offices interviewing on the same schedule: \_\_\_\_\_  
(Offices interviewing independently must fill out a separate registration form and must include the applicable registration fee.)

Interview Hours: Start by (no earlier than 9:00 am) \_\_\_\_\_ Finish by (no later than 5:00 pm) \_\_\_\_\_

Interview Length: 20 minutes \_\_\_\_\_ 30 minutes \_\_\_\_\_ Other (please specify minutes) \_\_\_\_\_

Students you will interview (please indicate a percentage): 2L \_\_\_\_\_% 3L \_\_\_\_\_% LLM (Specify type) \_\_\_\_\_%

Foreign LLM \_\_\_\_\_% (please list countries) \_\_\_\_\_

Hiring criteria and special instructions (please specify if a technical undergraduate degree is required):  
\_\_\_\_\_

Names of interviewer(s) and title(s): \_\_\_\_\_

Resumes will be forwarded to you via email on Friday, July 24, 2009.

Registration fee is \$500 for each schedule/room for private sector employers. Fee is waived for one room for government/public interest employers; additional rooms requested will be charged at \$500 per room.

Number of rooms: \_\_\_\_\_ x \$500 = \$ \_\_\_\_\_. Make check payable to Northwestern University School of Law. Payment must accompany registration form in order for registration request to be processed.

#### **PLEASE RETURN COMPLETED REGISTRATION FORM AND APPLICABLE REGISTRATION FEE TO:**

Kelly Obenauer, Center for Career Strategy and Advancement  
NORTHWESTERN UNIVERSITY SCHOOL OF LAW  
375 E. Chicago Avenue – LM 124, Chicago, IL 60611  
Telephone: 312-503-3281 E-mail: [k-obenauer@law.northwestern.edu](mailto:k-obenauer@law.northwestern.edu)

**DEADLINE TO REGISTER IS JUNE 1, 2009**

# THE LAW CONSORTIUM

BOSTON COLLEGE LAW SCHOOL    BOSTON UNIVERSITY SCHOOL OF LAW    THE GEORGE WASHINGTON UNIVERSITY LAW SCHOOL  
NORTHWESTERN UNIVERSITY SCHOOL OF LAW    THE UNIVERSITY OF TEXAS SCHOOL OF LAW

## SAN FRANCISCO OFF-CAMPUS RECRUITMENT PROGRAM FALL 2009

### RESUME REQUEST FORM

IF YOU ARE NOT ABLE TO ATTEND THIS PROGRAM, BUT WISH TO RECEIVE RESUMES:

Employer: \_\_\_\_\_  
(Please print full name)

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact/Title: \_\_\_\_\_  
(Resumes will be mailed to this person)

Web Site: \_\_\_\_\_

Resumes from: 2L \_\_\_\_ 3L \_\_\_\_ LLM (Specify Program ) \_\_\_\_\_

Foreign LLM (Please list countries) \_\_\_\_\_

Hiring criteria and special instructions (please specify if a technical undergraduate degree is required):

\_\_\_\_\_

Requested Materials: \_\_\_\_\_ cover letter \_\_\_\_\_ resume \_\_\_\_\_ writing sample \_\_\_\_\_ law school transcript

If you are requesting a cover letter, please list the name and title of the person to whom the letter should be addressed:

Name/Title: \_\_\_\_\_

Resumes should be sent directly by students by this date: \_\_\_\_\_

Resumes should be collected and sent in a group by the law schools by this date: \_\_\_\_\_

Resumes will be forwarded via email.

### **PLEASE RETURN COMPLETED RESUME REQUEST FORM TO:**

Kelly Obenauer, Center for Career Strategy and Advancement  
NORTHWESTERN UNIVERSITY SCHOOL OF LAW  
375 E. Chicago Avenue – LM 124, Chicago, IL 60611  
Telephone: 312-503-3281 E-mail: [k-obenauer@law.northwestern.edu](mailto:k-obenauer@law.northwestern.edu)

**DEADLINE TO SUBMIT RESUME REQUEST FORM IS JUNE 1, 2009**