PSJD is an online job database and resource center focused solely on public interest law careers – www.psjd.org.

PSJD at a Glance

- PSJD connects law students and lawyers with public service job listings, career resources, and more. PSJD’s searchable database includes hundreds of law job listings, from summer internships to senior management positions. The database also contains over 14,000 employer organization profiles, focusing on nonprofit and government organizations.

- PSJD also puts career-building resources at job seekers’ fingertips. An extensive, searchable library of substantive materials is freely available via the homepage’s “Learn” link. PSJD’s content includes job application tips, postgraduate fellowship application tips and deadlines, student debt and summer funding resources, and an array of guides focusing on specific types of public interest careers.

Who Can Access PSJD?

- Over 200 law schools (almost every ABA-accredited school) subscribe to PSJD, giving their students and alumni free access to the database.

- Students and grads not affiliated with a subscriber school may sign up for a full-access subscription for $25 per year. Email us at psjd@nalp.org.

- All of PSJD’s career resources are freely available to the public.

- Our homepage links to free content from our social media platforms, including Twitter, Facebook, and the PSJD Blog.

Creating a PSJD Job-seeker Account

- All job seekers must create an account. But it’s easy. Here’s how:

  2. Create your account. The email address you provide will become your PSJD username. Select your law school from the list. (If your school is not a PSJD subscriber, select ‘Not Listed’, complete your registration and we will contact you.)
  3. Wait for the email. When you have completed registration, PSJD will instantly send an email to your (username) email account. Check your junk bin if you don’t see it. Click on the link in that email to activate your account.
  4. Congratulations! You’re in!

- Job seekers may upload multiple copies of cover letters and résumés for use with jobs that are taking applications directly through PSJD. Upload your résumé during registration or at any time when logged in to your account. An "Apply Now" button will appear on postings that are accepting applications through PSJD.

- If you forget your password, you can use the “Forgot Your Password?” link on the homepage. A new, temporary password will be sent to your email account. If you have problems, contact PSJD at psjd@nalp.org.

A Look inside PSJD

Logging in and using your Homepage

- Once you log into the site, you will land on a personal homepage. When you navigate away from this page, you may return via the “My Account” link in the upper right corner.

www.psjd.org
Your homepage is your primary site navigation tool, allowing you to utilize the following functions:

1. Search for job listings and employer organization profiles;
2. Visit the Resource Center via a quick link to info on career paths, fellowships, funding & more.
3. View organization profiles and job postings that you have stored as “Favorites”;
4. Create email alerts, which will notify you of new job listings that match your pre-selected criteria;
5. Edit your profile to update your username, password, and contact information;
6. View your current applications and their status;
7. Upload and view your cover letters and résumés.

Searching for Employer Profiles and Job Postings

You may tailor your search for employer organization profiles in a number of ways, including by:

1. Organization type;
2. Practice area;
3. Geographic region;
4. Number of lawyers in the organization.

You may also search for job listings by various means, including by:

1. Job type (e.g. attorney positions, fellowships, internships, and other opportunities);
2. Practice area;
3. Geographic region;
4. Date posted; and
5. Application deadline.

Flagging “Favorites” – You may flag any employer profile or job listing by clicking the “Favorite” column in the search results display. You can also flag search results by selecting “Save this Search” at the top of the results. A resource can be added to your Favorites by clicking the small blue banner at the top of the page, located next to the “Printer-Friendly” link. It will then be conveniently stored on your personal homepage.

Creating Email Alerts for Job Listings – After logging in, click “My Email Alerts” in the “My Accounts” menu. From there, creating an email alert is just like searching for a job. You can tell PSJD to search, either daily or weekly, for jobs matching your pre-selected criteria. PSJD will then email those opportunities to you in accordance with your search preferences.

Applying for Jobs through PSJD — Employer organizations can elect to accept applications directly from job seekers. If the option is available on a job posting, an “Apply Online” button will appear at the bottom of the job listing.

PSJD: Blog, Facebook Page, & Twitter Feed

PSJD also hosts a blog at http://blog.PSJD.org, where we post public interest news and resources for finding and landing public interest jobs. We also tweet every day and update our Facebook page with even more news and resources. Links to all of PSJD’s social media platforms are located on our homepage. Check us out!

Having Problems?

We pick up the phone. We answer email. We’re here to help. PSJD staff members are available to assist you from 9:00AM to 5:00PM Eastern, Monday-Friday. If you leave a message for us after hours, we will reply as soon as possible. Contact us at psjd@nalp.org, or at 202-296-0076.

FAQ’s

I forgot my password. What do I do?

In the homepage’s upper right corner, click on the “Forgot Your Password?” link. You will be prompted to enter an email address for us to send you a temporary password. This should be the same email address that serves as your PSJD username. An email will be sent to that address with a temporary password. After you log into PSJD with this password, select “Edit My Profile” in to create a new, permanent password.

I forget my username. What do I do?

Please contact PSJD at psjd@nalp.org or 202-296-0076. We can provide you with the email address that serves as your username.