



Learn how to find the job you want.

## Landing a Great Job

Essential resources are right at your fingertips for:

- Networking
- Job search
- Resume and interview preparation

## Beginning the Legal Job Search

The most successful job seekers ask, "Where do I want to work?" If you have not chosen an area of law, a geographic region, or the size or type of company or firm you'd like to target, your job search begins with the question, "Where will I be most comfortable and be able to achieve my greatest personal success?" Answer this question through the exploration of legal career options, which is best accomplished in conversations with those already practicing law.

## Connect with Legal Professionals

Attorneys and law firms use *martindale.com*<sup>®</sup> to promote their practices. You can use this vast legal practice database to connect with legal professionals—identifying alumni and lawyers whose backgrounds, areas of law or location are of interest to you.

As the only global networking site exclusively for legal professionals, *martindale.com*<sup>®</sup> **Connected** offers you the opportunity to find and be found by professionals in the legal arena by creating your own online presence. Join *martindale.com* Connected at [www.martindale.com](http://www.martindale.com) by selecting "Join Now." Create your legal profile, including your resume, so that those you connect with can quickly learn more about you.

## Start Networking Now

Don't wait until you are applying for a job to network. Trust is essential in building a strong network. Use networking tools like *martindale.com* to connect and build relationships, not to ask for a job. An established network will be there to support you as you seek work and advance your career in the future. Quickly identify companies, firms and attorneys by name, practice area, or location on *martindale.com* using **Find Lawyers & Firms**. Find judges, attorneys, and other legal professionals by practice area or location. Search by school name and identify alumni to network with—you already have an important connection. Detailed firm and attorney profiles contain plenty of information to help you with what to discuss when you reach out to them.

The image displays two screenshots of the martindale.com website. The top screenshot shows the 'Advanced Search for Lawyers, Law Firms & Organizations' page. It features a search bar with the text 'Find people by name, practice area, geography, etc.' and a 'Search' button. Below the search bar are navigation tabs for 'People', 'Law Firms & Organizations', 'Groups & Topics', and 'Jobs'. The search filters include 'First Name', 'Last Name', 'Law Firm/Organization Name', 'Job Title', 'Search for Lawyers Only?' (with a sub-option 'Who is included?'), 'Practice Areas', 'City', 'State/Province', 'Country', 'Martindale-Hubbell Rated?' (with sub-options 'Featured Peer Review Rated' and 'Client Review Rated'), 'Law School/University Attended' (highlighted with a red circle), and 'Major Memberships'. The bottom screenshot shows a detailed profile for Theresa V. Brown-Edwards, Esq., a partner at Miller Anderson & Connors LLP in New York, N.Y. The profile includes her photo, contact information, practice areas (Bankruptcy & Reorganization), and a list of her professional memberships and activities, such as being a past chair of the Bankruptcy Law Section of the New York State Bar Association and a member of the American Bankruptcy Institute.

The *martindale.com* service offers detailed firm and attorney profiles, rich with information that will help you form a well-thought-out strategy for your interview.

## Beginning the Legal Job Search (cont.)

### Find Great Job Opportunities

Tap into a one-stop career resource at the ***martindale.com*** Career Center, featuring job opportunities from law firms, corporations, and other employers of legal professionals across the globe. Join the Career Center so that you can:

- Help recruiters find you by posting your resume
- Learn about new listings by signing up for Job Alerts
- Search job listings by keywords, function or location



### Use Cover Letters and Interviews to Focus on Your Fit

Don't focus solely on yourself in your cover letters and interviews. With a little effort you can demonstrate a deep understanding of the firm and specific attorneys or partners, and create a memorable impression in their minds of how you would personally fit in, contribute and thrive if hired.

## Build a Profile on a Judge, Attorney or Firm

Learn about a firm's litigation history with **CourtLink® Strategic Profiles**. Strategic Profiles show a firm's experience in types of suits or in front of certain judges, depicted in easy-to-read graphs and data charts.

To build a profile of a law firm start at *lexis.com*®:

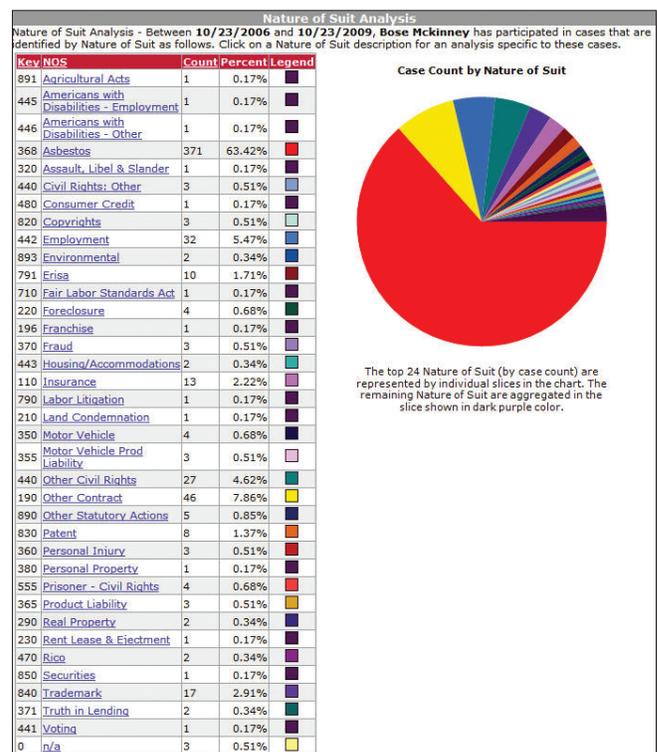
- Click **Legal** under the **Search** tab
- Click **Court Records, Briefs and Filings** then **Court Records**
- Click **Litigant, Attorney & Judge Strategic Profiles** to access **CourtLink**
- Click the **Attorney/Law Firm** tab to begin your search
- Enter the attorney name or law firm under **Name of Attorney**
- Click the red **Create Profile** button
- Check the boxes for the specific attorneys to customize your report and click the red **Create Profile** button

**Note:** The standard retail charge will appear during this process, **but you will not be charged.**

To review decisions involving an attorney or firm on Lexis Advance:

- Enter the **attorney** or **firm's name** in the red search box and click **Search**
- Under the Cases tab, use the **Attorney filter** to narrow the results to cases where the attorney is counsel of record

**Note:** You can enter additional terms to the search for context.



## Build a Profile on a Judge, Attorney or Firm (cont.)

---

### Gain Insights into Your Interviewers

Being familiar with your interviewer's legal experience provides you with an important interview advantage. Find interesting cases and the legal arguments they posed or clients they represented in Lexis Advance. Think of questions to ask (or questions you may be asked), or otherwise lead into a conversation that shows your interest in, and compatibility with, his or her work.

### Get Current on the Firm's Community Involvement

Engage in conversations on the firm's local or national activities by searching the LexisNexis News database. This vast repository of information from notable sources like *The Wall Street Journal*®, *The New York Times*®, *Chicago Tribune*®, and *The Washington Post*®, will help ensure you are fully informed.

To search a firm on Lexis Advance:

- Enter the **firm name** in the red search box and click **Search**
- Click the **News tab** to see all news for the firm
- Click **Legal News** under the Content filter to narrow your results to legal news

Stay current on the most recent news coverage by clicking the **Create an Alert** icon above your results to have new articles sent to your email. You can use this current news in your follow-up communications to set yourself apart from the crowd.

## Your Career Partner

---

Successful people can identify and use resources available to them. You may not be aware of the wealth of free career resources we provide for your job search. Use *martindale.com* to connect with professionals who can impact your career. Get Lexis Advance training and discover how to distinguish yourself to potential contacts and employers with in-depth knowledge of their cases and documents. We'll help you to really stand out!

Just explore **Career Help** at *lexisnexis.com/lawschool*. Use the Job Search Preparation Checklist; plus our database of attorneys and firms, advice from legal recruiting professionals, and knowledgeable personnel are here to help you understand your options, identify your preferences, and target the best opportunities.

## Get Research Assistance & Extra Help

---

- **Your Account Executive:** Get in-person help and training information. Just click on Training Calendar at *lexisnexis.com/lawschool*
- **Call our 24/7 Support Line:** 800.45.LEXIS (800.455.3947)
- **Chat with our Live Support:** Click Live Support at *lexisadvance.com*.



[www.lexisnexis.com/lawschool](http://www.lexisnexis.com/lawschool)



Visit [www.facebook.com/LexisNexis4LawStudents](http://www.facebook.com/LexisNexis4LawStudents) to find Rewards points opportunities.



Follow us at [www.twitter.com/LNlawschool](http://www.twitter.com/LNlawschool) for research tips 24/7.