



## CAREER PLANNING CHECKLIST | YOUR 1D/1E/2E YEAR

### THROUGHOUT 1L YEAR

- Reflect on your interests
- Attend programs and events introducing you to different areas of practice and types of opportunities
- Get to know your professors and other McGeorge faculty
- Talk to 2Ls and 3Ls about their work
- Participate in volunteer opportunities such as the Immigration Fair

### FALL 1L YEAR

- Attend your 1L CDO Orientation**
- Meet with a career advisor to discuss your interests and develop a summer job search plan
- Update your profile on McGeorgeCareersOnline, including your practice area preferences
- Attend “Do you Know What I Did Last Summer?” to learn more about summer options
- Attend “Dine with Alumni” in October
- Prepare and update your resume and have it reviewed by the CDO
- Prepare a cover letter draft and have it reviewed by the CDO
- If you are eligible, prepare your Personal Statement and apply for the SCBA 1L Summer Diversity Fellowship, and other Diversity fellowships
- Practice your interviewing skills with a mock interview
- Make sure that your voicemail is ready for employer calls
- Polish your online presence
- Apply for summer jobs

### SPRING 1L YEAR

- Participate in relevant job fairs
- Follow up with employers 1-2 weeks after submitting applications
- Participate in Mock Interview programs
- Apply for summer positions through Spring On-Campus Interviews
- Apply for special funding for your summer position through the PLSS Grant program or the Washington DC Summer Fellowship program
- Connect with a mentor through our Alumni Advisor Network

### SUMMER 1L YEAR (RISING 2L)

- Network with attorneys in your geographic and practice areas of interest
- Update your resume
- Apply for 2L summer positions through our Early On-Campus Interview Program in July