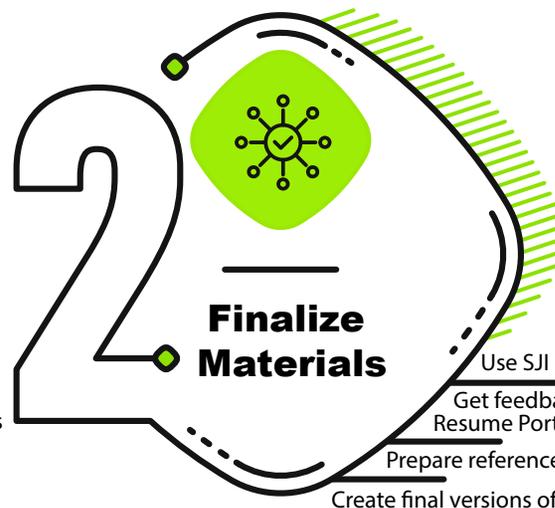


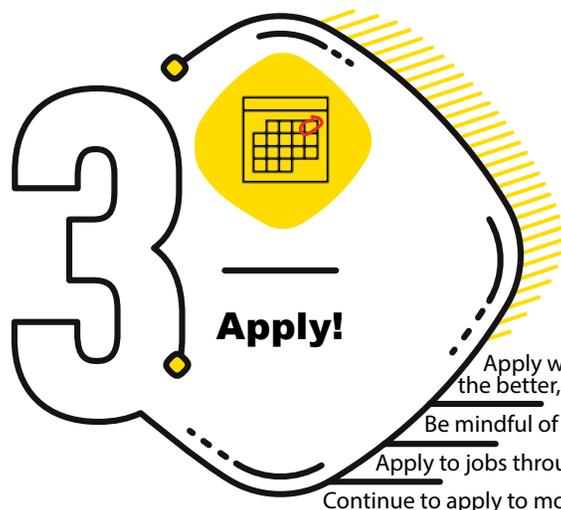
### 1 Make A List

Identify areas of interest and skills you want to use  
Research jobs\*: browse NY Index , PSJD and the AZ Guide, attend CLS events, review Symplicity's student evals  
Make a list of jobs that match your goals and interests  
For each job, note materials requested and deadlines if any



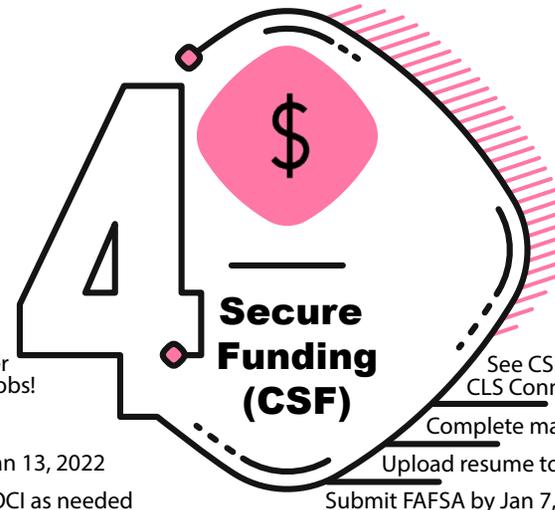
### 2 Finalize Materials

Use SJI resources\* to draft resume and cover letter  
Get feedback from an SJI adviser\*\* or the SJI Resume Portal  
Prepare reference list and writing sample in case requested  
Create final versions of each application



### 3 Apply!

Apply well before Spring semester starts -- the earlier the better, especially for top choices and competitive jobs!  
Be mindful of any deadlines  
Apply to jobs through the PILC Fair between Dec 1, 2021 and Jan 13, 2022  
Continue to apply to more organizations in Feb 2022 and at Spring OCI as needed



### 4 Secure Funding (CSF)

See CSF registration requirements on CLS Connect  
Complete mandatory modules by Nov 30, 2021  
Upload resume to CLS Connect by Nov 30, 2021  
Submit FAFSA by Jan 7, 2022

\*Consult resources on SJI's Job Search Tools page, especially the Toolkit ([bit.ly/3vRwPUy](https://bit.ly/3vRwPUy))

\*\*You should have an initial meeting with an SJI adviser during this process *no later than Feb 1, 2022*



# PUBLIC INTEREST JOB SEARCH BASICS

## STEP 1: MEET WITH AN SJI ADVISER TO CONSTRUCT A JOB SEARCH PLAN

Make an appointment on [Symlicity](#) with a Social Justice Initiatives (SJI) adviser. Our staff includes specialists in public interest, government, and human rights. As you narrow your focus, you can meet with the adviser who best matches your interests.

## STEP 2: EXPLORE JOB SEARCH RESOURCES

The [SJI Job Search Tools](#) page links to public interest job search resources, including:

- [PSJD.org](#) for public interest jobs and employer profiles.  
Tip: Sign up for updates on jobs that fit your search!
- [Symlicity](#)
  - For jobs employers send to us directly.  
Tip: Watch for SJI's weekly job blasts!
  - For students' summer internship evaluations.  
(Select "My Account," then "Evaluations," and then "Search.")  
Tip: Find older evaluations in LawNet's Public Interest Database. (See "Student Services")
- [The Arizona Guide \(Government Honors and Internship Handbook\)](#) for federal, state, and local government internships.  
(password: publicservice)
- [SJI's New York Public Interest Index](#) for New York-area employers listed by subject area.
- [1L Summer Judicial Internships and Clerkships 101 Resources](#) on Courseworks for materials to help you research, apply, and prepare for summer judicial internships.

## STEP 3: PREPARE YOUR MATERIALS AND APPLY

As you draft your application materials, use the [Public Interest Job Search Toolkit](#) as your guide. Work with your SJI adviser or submit materials to the [1L Resume and Cover Letter Review Portal](#) (under "Resume Review Portals").

Tip: The Toolkit's sample resumes and cover letters are particularly helpful!

VISIT THE [SJI JOB SEARCH TOOLS PAGE](#) TODAY  
BY SCANNING THE QR CODE

