1L Summer Public Sector Job Search Tips
APPLY STARTING OCTOBER 31!

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, 2022 and Jan 12, 2023
   - Continue to apply to more organizations in Feb. 2023 and at Spring OCI as needed

4. Secure Funding (CSF)
   - See CSF registration requirements on CLS Connect
   - Complete mandatory modules by Dec. 8, 2022
   - Upload resume to CLS Connect by Dec. 8, 2022
   - Submit FAFSA by Jan 7, 2023

*Consult resources on SJI's Job Search Tools page, especially the Toolkit
(law.columbia.edu/SJI-publications)