

For students who have the interest, talent, and ambition, Loyola faculty and the Career Center work together to ensure law school or a job in a legal setting is a real, achievable option.



"Successful attorneys come from a wide range of undergraduate disciplines: the humanities, math, science, engineering-any field that requires thinking that is both logical and creative. I believe study of foreign languages, particularly to the point of proficiency, is a great background because it forces you to think carefully not only about the specific meaning of a word, but its use in the broader context of the message that's being conveyed."

-RAYMOND TRUITT, '79. PARTNER AT BALLARD SPAHR LLP. **B.A. IN POLITICAL SCIENCE** 

# **Develop** Skills

POWERPOINT PRESENTATIONS CRITICAL EVALUATION ABILITY TO MOVE FROM THEORY TO APPLICATION ANALYTIC THINKING WRITING PUBLIC SPEAKING

## FRESHMAN SUMMER

Seek an opportunity that strengthens the skills you'll need for a career in law: Interested in environmental law? Interested in family law?

## FIRST STEP

# FIRST YEAR

Explore and broaden your interests. Your liberal arts education will prepare you well regardless of what you choose to study. Consider choosing a major and/or minor (including our interdisciplinary minors) that interest you. If you are interested in certain types of law, you may want to start planning to take courses in those areas (e.g., criminal law-forensic studies courses; patent law-major in a natural science).

#### RECOMMENDATIONS

- Initium Week-Join the Pre-Law Society and at least one other club, perhaps involving social justice.
- · Loyola Connect-Join the Government, Law, and International Affairs group and connect with alumni.
- Writing Center—Schedule an appointment and strengthen your writing skills.

### Online Assets



VET YOUR ONLINE REPUTATION & SCRUB YOUR DIGITAL PRESENCE CREATE YOUR LINKEDIN HANDSHAKE & LOYOLA CONNECT PROFILES

Consider working at a nature conservancy. Pursue a job working at a summer camp.

# SOPHOMORE YEAR

Deepen your liberal arts education by taking core courses and more courses in your major or minor. Consider taking an elective and/or pursue a servicelearning course or volunteer through the Center for Community, Service, and Justice to deepen your understanding of social justice. This experience might help you build possible internships for the future.

# RECOMMENDATIONS

- Fall Semester—Apply to study abroad.
- Spring Semester—Meet with the Pre-Law advisor and discuss your interest in law and summer internship possibilities and additional, relevant coursework. · Career Center—Explore Big Interview to sharpen your
- interviewing skills to land your top summer job or internship.

### **ELECTIVES** CM319 PUBLIC SPEAKING

LW350 RESTORATIVE JUSTICE & CRIMINAL LAW PL333 PHILOSOPHY OF LAW PS338 CONSTITUTIONAL PV421 FORENSIC PSYCHOLOGY

SC260 INTRODUCTION TO CRIMINAL JUSTICE SC330 FORENSICS WR220 INTRO TO RHETORIC

### ▶ CHARACTER TRAITS

HARD-WORKING JUSTICE-MINDED PASSIONATE PERSONABLE DILIGENT TRUSTWORTHY

# **CO-CURRICULARS**

SPORTS STUDENT CLUBS COMMUNITY SERVICE RESEARCH PROJECTS MODERN LANGUAGES PRE-LAW SOCIETY

# Study Abroad

Attend an info session to help you choose the best program for your major and schedule. A few locations to consider: AUSTRALIA NEW ZEALAND SOUTH AFRICA BELGIUM LINITED KINGDOM

### **SOPHOMORE** SUMMER INTERNSHIP

Prove you're a hard worker with a strong work ethic. A summer job or internship doesn't necessarily have to be in a legal setting. Find an opportunity to work with people and sharpen your client rapport-building skills or writing, researching, or public speaking skills.

"Develop your writing skills. Do not avoid classes that require long and difficult writing assignments. As an attorney, you will be doing this almost every day."

-ALEXA DICUNZOLO, '15, ANTITRUST ASSOCIATE ATTORNEY AT POLSINELLI, B.A. IN POLITICAL SCIENCE, MINOR IN WRITING



CHINA

### **APPLY FOR JUNIOR SUMMER INTERNSHIP** Apply for positions between

December and March.

"In my position, white collar criminal investigations require extensive analytical skills. The prosecutor is as much a puzzle solver as a litigator. Having a background in practical areas, especially a financial or business background, is a big help during the investigative stage of a case. To prepare for law school that notoriously puts you on the spot and a career in law thereafter, you need to become comfortable explaining positions to clients and team members as well as have strong writing skills." -CRYSTAL CALLAHAN, '09,

DEPUTY ATTORNEY GENERAL, NJ OFFICE OF ATTORNEY GENERAL, B.B.A. IN BUSINESS

Your summer internship helped you to hone your skills and strengthen your interest in law and perhaps even the area of law. Utilize the Career Center to refine your résumé.

# RECOMMENDATIONS

**JUNIOR YEAR** 

- Pre-Law Society—Strive to take on a leadership role in this club or any other campus organization. • Law School — Start researching, meet with your Pre-Law advisor
- for guidance, and start thinking about where you want to apply. • Study Abroad - Consider one or both semesters as your major
- and interest allow.

# JUNIOR SUMMER INTERNSHIP Pursue a job or internship—ideally

in a legal-related setting. Consider one that focuses on the area of law you're interested in. Study for and take the LSAT.





### OR FULL-TIME JOB Apply for law school

or a full-time job in a legal setting.

# SENIOR YEAR

Aim to hold one or more leadership positions on campus. Meet with the Pre-Law advisor in preparation to apply to law school.

Utilize the Career Center for résumé refinement and review of application essays.

The Career Center has the tools you need to get to law school or a job in a legal setting.



# Make Your Résumé a 30-Second Success





What is going to stand out? Experience, GPA, and interests. Let your strengths shine!



#### HEADER

- Name: They should recognize your name from networking events.
- Mailing Address: Use your Loyola address, and expect to travel.
- □ Email Address & Phone Number: Provide a professional email address.

- □ University: No high school references
- Major & Expected Graduation Date
- □ GPA & SAT: If your GPA isn't >3.4, list your Major GPA. Don't include your SATs unless above 1400/2100.
- □ Honors, Coursework & Projects

- □ 2 to 4 Entries: Include clubs if you don't have enough internships or jobs.
- Choose an Approach: Decide if you will be project- or task-centric.
  - □ **Results:** Provide measurable results of your work. It's all about results!

### SKILLS, ACTIVITIES & INTERESTS

- □ Be Memorable: Focus on your skills that help you stand out.
- Be In-Depth: Describe key items; don't just provide a laundry list.
- □ Be Relevant: List relevant technical skills, certifications, and training.

# **Major Areas of Law Practice**

### **PRIVATE LAW PRACTICE**

Some attorneys work in large national or international firms, while others form smaller partnerships or even hang their shingle and work in a solo practice. Lawyers advise clients and advocate on their behalf regarding a wide range of issues, so choosing an area of law that aligns with your interests likely will not be a problem. Salaries will vary based on practice area and location.

#### **EXAMPLES OF PRACTICE AREAS**

- Civil Rights ■ Family
- **Immigration**
- **Injury Litigation**
- Tax Law
- Wills and Trusts
- Employment and Labor
- Intellectual Property
- Real Estate Transactions Sports and Entertainment
- Business as In-House Counsel

# **PUBLIC SERVICE LAWYERS**

Some attorneys pursue a career working for the government or for a non-profit. While salaries are generally lower than private practice, the rewards in seeking justice drive many to these areas.

#### **EXAMPLES OF PUBLIC SERVICE**

- Government—All levels of public administration, from cities to the federal government, require and rely on legal advice.
- Prosecutor—Represents the state in bringing criminal charges against someone, including white collar crimes.
- Public Defender—Represents the criminally accused. Seeking trial work? This is an excellent career path.
- Public Interest Organization—Many public interest groups seek legal advice and advocacy, such as civil rights advocates and those focused on immigration.

# Applying to Law School

Meet with the Loyola Pre-Law advisor

Research law schools Gather transcripts and letters of recommendation

Apply!

Prepare for and take the LSAT

Visit law schools and speak with recruiters

Compose a personal statement and polish your résumé

# Career Services Support

Visit Loyola's Career Center to discuss your career-related values. Take an interest assessment and reflect on your strengths early on to evaluate your match for a career in law.

Meet alumni who practice law or work in a legal setting to learn about their experiences, attend info sessions and career fairs, and get connected to prelaw, community service, or justice-oriented clubs.

**EXPLORATION** 

**ACTIVE PURSUIT** 

PREPARATION

Attend career fairs, treks, and on-campus info sessions, maintain and keep building your network of alumni, and apply to internships. jobs, and law schools.

Match your résumé to the expectations of the legal field, practice interviewing using Big Interview, and make a plan to research and pursue opportunities of interest.



