

NALP 2009 Annual Education Conference
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**Maximizing Faculty and Alumni
 Involvement in Your
 Judicial Clerkship Program**

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Program Purpose

- Examine what other law schools are doing
- Importance of alumni/faculty to clerkship process
- Best practices: organizing a committee
- Other issues to consider

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Survey

- Questions
 - Services provided to students and alumni
 - How law schools use alumni and faculty in clerkship application process
- Who responded (size of student body)?

– 500 or less	15
– 501-800	17
– 801-1200	13
– 1201 or more	2



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Survey: Services to Alumni

- Most common
 - Counseling services
 - Uploading letters on OSCAR and processing paper letters
- 13% stuff applications
- 22% mail applications
- 60% track clerkships

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Survey: Existence of Committees



- Alumni Clerkship Committee – 2% (1 respondent)
- Faculty Clerkship Committee – 58%

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Survey: Letters of Recommendation

- Both centralized and decentralized
- Only 2 of 42 law schools provide formalized guidance to faculty on letters of recommendation
- Little to no collaboration with Alumni Relations and Library

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Alumni Committees

- Only 2% (1 respondent)
- Why not?
 - Time constraints
 - Don't know what to do with them
 - Lack of interest
 - We do, just not formalized

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Alumni Committees: Benefits



- Panels
- Advisors
- Targeted outreach
- Strategize
- Review cover letters
- Conduct mock interviews
- Make phone calls

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Alumni Committees: Organization

- Letter to alumni judges and law clerks (Dean)
- Work within existing relationships (Board of Visitors)
- Be clear re: commitment and goals
- Start small
- Composition
- Circulate members

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Alumni Committees: New Approaches

- Create body of institutional knowledge – “debriefing forms”
- Screen applicants
- Hire interns
- Alumni judges luncheon
- Increase the number of diverse applicants

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Alumni Committees: Challenges

- Lack of resources
- Time
- Navigating politics



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Faculty Committees

- 58% of respondents have one
- Why not?
 - Not enough faculty with experience
 - Lack of involvement/engagement
 - Time constraints

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Faculty Committees: Benefits

- Getting message out to students
- Developing stronger clerkship program
- Reduces burden on CSO



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Faculty Committees: Organization

- Buy-in from administration
- Making friends
- Composition
- Develop primary goals
- Consider secondary objectives



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Faculty Committees: Challenges



- Lack of initiative/commitment
- Poor communication

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Faculty: Letters of Recommendation

- Content
- Appearance



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Letters of Recommendation: Challenges

- Faculty directing students to write draft
- Faculty & OSCAR
- Weak letters

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Communication Across Silos

- Divide between CSO and faculty?
- Be proactive
- Discussions with Faculty Support

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Utilizing Other Offices

- Alumni Relations
- Library
- Faculty Support



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Q & A

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