

AUGUST 18, 2011

SYMPPLICITY  
TIP OF THE WEEK

Update Your Profile:  
Indicate Practice Areas  
of Interest

If you indicate the practice areas you are interested in, you may receive emails notifying you when new jobs in that area are posted. For example, a Sports Law email blast containing Collegiate Athletic Department Compliance jobs is sent out every other week. If you indicated in your profile that you are interested in **Entertainment & Sports**, you would receive this email blast.

To choose practice areas of interest, log into Symplicity and click on:

PROFILE => ACADEMIC

To select more than one practice area, hold the Ctrl key down as you select. To deselect a certain practice area, hold the Ctrl key down and left-click on that practice area.

REMINDER  
LAST WEEK’S TIP

You can synchronize your Facebook and Symplicity!

Connect with Facebook

Receive Announcements, Job Search Agent Results, and Events Confirmation posts directly to your Facebook wall. You control what posts you want and how many posts you want per day. To start the process, log onto [Symplicity](#) and select the ‘Connect with Facebook’ button.

CALENDAR

**AUGUST 25:**  
BOSTON LAWYERS GROUP PRESENTS  
[Job Fair for 2L Students of Color](#)  
Must Have Pre-Registered by July 8

**AUGUST 30:**  
CAREER SERVICES PRESENTS  
[Career Training Series:  
Mastering Your Cover Letter](#)

**SEPTEMBER 1:**  
CAREER SERVICES PRESENTS  
[Career Training Series:  
Mastering Your Resume](#)

**SEPTEMBER 2:**  
HISPANIC NATIONAL BAR ASSOCIATION PRESENTS  
[Career Fair](#)  
Must Have Pre-Registered by August 15

**SEPTEMBER 15:**  
CAREER SERVICES PRESENTS  
[SDCBA Orientation](#)

**SEPTEMBER 16:**  
LA RAZA PRESENTS  
[Scholarship Deadline](#)

**SEPTEMBER 27:**  
SDCBA PRESENTS  
[Law Student Welcome Reception](#)

CAREER SERVICES  
LINKS

[HOMEPAGE](#)

[CONTACT INFO](#)

[SYMPPLICITY](#)

[FACEBOOK](#)

PROFESSIONAL DEVELOPMENT

*Career Training Series:  
Mastering Your Cover Letter & Resume  
Tips for the Top 100% of the Class*

*Please join us for an intensive two-day training series in which we will spend one hour a day improving and polishing your work product.*

DUE TO ABA REGULATIONS, ENTERING FULL-TIME 1LS FOR FALL 2011 WILL NOT BE PERMITTED TO ATTEND THIS EVENT.

TITLE: The Cover Letter  
DATE: Tuesday, August 30, 2011  
TIME: 11:30 a.m. – 12:30 p.m.  
ROOM: 323  
LUNCH: Lunch will be served. Please RSVP in the Events section of Symplicity today.

TITLE: The Resume  
DATE: Thursday, September 1, 2011  
TIME: 11:30 a.m. – 12:30 p.m.  
ROOM: 325  
LUNCH: Lunch will be served. Please RSVP in the Events section of Symplicity today.

To RSVP through Events in Symplicity go to  
<https://law-tjsl-csm.symplicity.com/students>.

JOB SPOTLIGHT

[For more information and how to apply](#) to the following positions as well as many others, please log into Symplicity, [click here](#)—<http://bit.ly/dfds7d>.

If you need assistance with updating your cover letter and resume, please contact someone in Career Services or make an appointment through Symplicity.

Part-time Law Clerk

**Company:** Law Offices of Suzy C. Moore  
**Location:** La Mesa, CA  
**Candidates:** 1Ls and 2Ls (no experience necessary)  
**Deadline:** [Apply now. Priority to early applicants.](#)  
**Symplicity Keyword Search:** ‘344242’

For more than a decade, the Law Offices of Suzy C. Moore have provided exceptional legal advice and representation. They focus on helping victims of discrimination, negligence, and general misconduct seeking compensation for their recovery.

Ms. Moore is seeking a part-time Law Clerk to train. She is looking for a 1L or 2L who has completed Torts and Employment Law. The Law Clerk will be working closely with Ms. Moore researching, drafting deposition summaries, writing and more. Prior experience is not necessary.

There is a paid opportunity following an unpaid training period.

Part-time Law Clerk

**Company:** ARC IP Law, PC  
**Location:** La Jolla, CA  
**Candidates:** 2Ls and 3Ls  
**Deadline:** [September 22](#)  
**Symplicity Keyword Search:** ‘344254’

They are seeking a 2L or 3L to work in their energetic and busy boutique law firm in La Jolla. Fluency in Spanish and an interest in criminal law is necessary. Initially the position will allow you to work hands-on in preparation for a serious felony trial, followed by a variety of work in both a criminal and real estate practice.

Thomas Jefferson School of Law (“TJSL”) provides its students and alumni with a Symplicity job posting system, newsletters, a career services website and other job postings (the “Materials”) as a convenience. The Materials may contain advertisements for job and other opportunities, and links to other websites. TJSL assumes no responsibility for the content of the advertisements and the linked websites contained in the Materials. TJSL also assumes no liability for acts or omissions by third parties or for information supplied by them in the Materials. TJSL does not endorse or make any representation concerning the opportunities posted or the persons or organizations posting the opportunities. Users of the Materials are responsible for all necessary precautions when interviewing for, or accepting these positions, and users are also responsible for checking the credentials and integrity of the employers. Further, TJSL is not responsible for safety, wages, working conditions, or other aspects of off-campus employment. Anyone who discovers misuse or abuse of the Materials is encouraged to report the matter to the Assistant Dean for Career Services.

Non-Discrimination Policy

Thomas Jefferson School of Law is committed to a policy of non-discrimination both in educational and employment opportunities. The school’s policy is to prohibit discrimination based on race, color, national origin, religion, disability, sexual orientation, gender identity, gender expression or age. An exception to our policy of non-discrimination is granted to representatives of the U.S. Department of Defense who discriminate on a basis not permitted by our policy. This exception is made in order to avoid the loss of federal funds that would otherwise be imposed by the 1996 Solomon Amendment.