



*Promoting Excellence in Legal Education through the
Thurgood Marshall Legal Educational Opportunity Program*

February 17, 2010

Dear NALP Employer Member:

The ABA Council on Legal Education Opportunity (CLEO) will hold its 6th Annual Career Fair on Monday, June 14, 2010, at the Chicago Marriott O'Hare in Chicago, Illinois. The Career Fair is designed to supplement CLEO's annual Mid-Summer Professional Development Seminar for rising second and third year law students. The Career Fair will consist of job/internship/clerkship interviews for available positions and employer information tables.

CLEO students, who are generally students of color and/or from disadvantaged backgrounds, represent virtually every ABA law school in the nation. This is a fantastic opportunity for potential employers to tap into a diverse talent pool that may have been unavailable through traditional recruiting activities. Participation in the CLEO Career Fair will identify employers as organizations that welcome diversity and will also give employers a "sneak peak" at future 2L and 3L diversity candidates and recent graduates. Between 200 and 300 CLEO students from all over the country are expected to attend.

We are hopeful that you will support this event by attending or sending a representative from your organization. We are aware that many employers have already filled their summer hiring needs. However, this is not a traditional job fair or OCI program, so we are therefore seeking participation by all types of legal employers and law firms of all sizes. The experience of talking with CLEO students is also invaluable, even if you do not interview for paid positions. We also invite potential employers (especially small law firms that cannot attend to submit any current or anticipated part-time and full-time job openings for summer and/or fall 2011.

The event fact sheet, employer registration form and job opening questionnaire are enclosed. To participate, please complete and submit the required form(s), along with your 2009-2010 NALP form and a check for the appropriate amount to the Council on Legal Education Opportunity by **March 31, 2010**. For additional information about the CLEO Career Fair, please call Duane Tobias, Law School Academic Coordinator and Career Fair Liaison, or Julie Long at CLEO at 202.828.6100.

Sincerely,

Cassandra Sneed Ogden
Executive Director

Enclosures



Promoting Excellence in Legal Education through the
Thurgood Marshall Legal Educational Opportunity Program

Contact:
Julie Long/CLEO
Telephone: 202.828.6113
Email: longj@staff.abanet.org

6th ANNUAL CLEO CAREER FAIR Event Fact Sheet

DESCRIPTION	The CLEO Career Fair is a supplemental program of the Council on Legal Education Opportunity/Thurgood Marshall Legal Educational Opportunity Program Mid-Summer Professional Development Seminar. This one-day Career Fair provides a unique opportunity for law firms, corporations, government agencies, non-profit organizations and judges to meet and interview minority and low-income law students and recent graduates from ABA-approved law schools around the nation.
DATE	Monday, June 14, 2010
TIME	9:00 a.m. to 1:00 p.m.
LOCATION	Chicago Marriott O'Hare, 8535 West Higgins Road, Chicago, IL 60631
EXPECTED ATTENDEES	Over 200 minority and otherwise disadvantaged law students and recent graduates
REPRESENTED SCHOOLS	See reverse side for law school listing
DEADLINES & FEES	<p>March 31, 2010</p> <ul style="list-style-type: none">• Corporations or law firms with 26+ attorneys firm-wide \$500.00 (<i>Early Bird Registration Fee \$400.00</i>)• Law firms with 11-25 attorneys firm-wide \$350.00 (<i>Early Bird Registration Fee \$300.00</i>)• Law firms with 10 or fewer attorneys firm-wide \$250.00 (<i>Early Bird Registration Fee \$200.00</i>)• Government agencies \$200.00 (<i>Early Bird Registration Fee \$150.00</i>)• Public interest and non-profit organizations \$150.00 (<i>Early Bird Registration Fee \$125.00</i>) <p><i>Early Bird Registration fee applies to all registrations received by March 15, 2010</i></p>
ORGANIZATION BACKGROUND	<p>The Council on Legal Education Opportunity is a non-profit project of the American Bar Association founded in 1968 with the mission of diversifying the legal profession.</p> <p>For over 40 years, more than 8,500 students from minority, low-income and other under-represented groups have been oriented to law school and received financial assistance through participation in the CLEO Pre-Law Summer Institutes. CLEO alumni have become influential leaders, law deans and professors, federal and state judges, legislators, and practitioners in all areas of the legal profession.</p> <p>The CLEO Governing Council is comprised of representatives of the Association of American Law Schools, American Bar Association, Hispanic National Bar Association, National Asian Pacific American Bar Association, National Bar Association, National Native American Bar Association, and the Society of American Law Teachers.</p> <p>CLEO's membership consists of a consortium of over 100 Member, Supporting, and Sustaining ABA-approved law schools.</p> <p>The Thurgood Marshall Legal Educational Opportunity Program is a federally funded project of the U.S. Department of Education.</p>

Represented Law Schools

Akron, University of	Indiana University - Indianapolis	Southwestern University Law Center
Albany Law School	Iowa, University of	St. John's University
American University	John Marshall Law School - Atlanta	St. Mary's University – San Antonio
Appalachian School of Law	John Marshall Law School - Chicago	St. Thomas University - Miami
Arizona, University of	Kansas, University of	St. Thomas University - Minnesota
Arkansas at Little Rock, University of	La Verne, University of	Stanford University
Barry University	Lewis & Clark Law School	Stetson University
Baylor University	Liberty University	Suffolk University
Boston College	Louisiana State University	Syracuse University
Brigham Young University	Louisville Brandeis School of Law, University of	Temple University
Brooklyn Law School	Loyola University – Chicago	Tennessee, University of
Buffalo - SUNY University of	Loyola University – Los Angeles	Texas Southern University
California Western School of Law	Loyola University - New Orleans	Texas Wesleyan University
California-Davis, University of	Maine, University of	Texas - Austin, University of
Campbell University	Marquette University	Thomas Jefferson School of Law
Case Western Reserve University	Maryland, University of	Thomas M. Cooley Law School
Catholic University of America	Memphis, University of	Toledo, University of
Chapman University	Mercer University	Touro College Law Center
Charleston School of Law	Miami, University of	Tulane University
Charlotte School of Law	Mississippi, University of	Tulsa, University of
Chicago, University of	Missouri - Columbia, University of	Utah, University of
Chicago-Kent College of Law	Missouri - Kansas City, University of	Valparaiso University
Colorado, University of	Nevada, University of	Vanderbilt University
Cleveland State University	New England School of Law	Vermont Law School
Cornell University	New York Law School	Villanova University
Creighton University	New York University	Virginia, University of
City University of New York School of Law at Queens College	North Carolina Central University	Wake Forest University
Denver, University of	North Carolina, University of	Washburn University
DePaul University	Northeastern University	Washington & Lee University
District of Columbia, University of the	Northern Illinois University	Western New England College School of Law
Drake University	Notre Dame, University of	Western State University
Drexel University	Nova Southeastern University	Whittier Law School
Duke University	Ohio State University	Widener University
Duquesne University	Oklahoma City University	William and Mary, College of
Elon University School of Law	Oklahoma, University of	William Mitchell College of Law
Emory University	Oregon, University of	Williamette University College of Law
Florida, University of	Pace University	Wisconsin, University of
Florida A&M University	Pacific, University of the - McGeorge School of Law	Yeshiva University
Florida Coastal School of Law	Penn State Dickinson	
Florida International University	Pennsylvania, University of	
Fordham University	Phoenix School of Law	
Franklin Pierce Law Center	Pittsburgh, University of	
George Mason University	Quinnipiac University School of Law	
George Washington University	Regent University	
Georgetown University Law Center	Richmond, University of	
Georgia State University	Roger Williams University	
Golden Gate University	Rutgers University-Newark	
Hamline University	Saint Louis University	
Hofstra University	Samford University	
Houston, University of	South Texas College of Law	
Idaho, University of	Southern Illinois University	
Indiana University – Bloomington	Southern Methodist University	



Promoting Excellence in Legal Education through the Thurgood Marshall Legal Educational Opportunity Program

Contact: Julie Long/CLEO Telephone: 202.828.6113 Email: longj@staff.abanet.org

Council on Legal Education Opportunity/Thurgood Marshall Legal Educational Opportunity Program 6th Annual Career Fair – June 14, 2010, Chicago, IL

Employer Registration Form – Deadline: March 31, 2010 (Please type or print)

Employer: _____

EMPLOYER TYPE _____ IF LAW FIRM: SIZE _____ BRANCH OFFICE? __Yes __No

Contact Name: _____

Title: _____

Address : _____

City: _____ State: _____ Zip: _____

Tel: _____ Fax: _____

E-mail: _____

Attendee(s): _____

Interested in (please check all applicable; student year is as of Fall 2010):

Job/Internship/Clerkship Interviews: __2L __3L __Grads Information Table Only

- Law clerk (paid)
 Internship/judicial clerkship (non-profits; volunteer or credit)
 Post-graduate judicial clerkship (paid)

Please state any special criteria that you are looking for in applicants (e.g. law review, moot court, class rank, etc.) (150 word maximum):

Three horizontal lines for writing special criteria.

Registration Instructions:

- 1. Complete the Registration Form (registration deadline: March 31, 2010)
2. Complete/enclose the 2009-2010 Employer NALP Form (form available at www.nalp.org; deadline: March 31, 2010)
3. Career Fair registration only fees:
a. Corporations or law firms with 26+ attorneys firm-wide \$500.00 (Early Bird Registration Fee \$400.00)
b. Law firms with 11-25 attorneys firm-wide \$350.00 (Early Bird Registration Fee \$300.00)
c. Law firms with 10 or fewer attorneys firm-wide \$250.00 (Early Bird Registration Fee \$200.00)
d. Government agencies \$200.00 (Early Bird Registration Fee \$150.00)
e. Public interest and non-profit organizations \$150.00 (Early Bird Registration Fee \$125.00)
Early Bird registration fee applies to all registrations received by March 15, 2010

TOTAL REGISTRATION FEE ENCLOSED: \$ _____

- 4. Make check payable to CLEO/ABA (Note: Law Firm registration is for each branch office participating)
5. Mail Registration Form, NALP Form and check or Job Opening Questionnaire to: Council on Legal Education Opportunity (CLEO), American Bar Association Building, Attn: 2010 CLEO Career Fair/Julie Long, 740 15th Street, NW, 1st Floor, Washington, DC 20005

Written cancellations must be received no later than Friday, April 30, 2010, 5:00 p.m. EST, in order to qualify for a refund of all registration fees. After April 30, 2010, the registration fee is 100% nonrefundable.

I am unable to attend, but I would like to support the Sixth Annual CLEO Career Fair with my tax deductible gift of:

- \$50 \$100 \$250 \$500 Other _____

Please make check payable to CLEO/ABA and mail to: CLEO/ABA, American Bar Association Building, Attn: 2010 CLEO Career Fair/Julie Long, 740 15th Street, NW, 1st Floor, Washington, DC 20005



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Telephone: 202.828.6113
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6th ANNUAL CLEO CAREER FAIR Credit Card Authorization Form

Employer: _____

Career Fair registration (*Early Bird Registration fee applies to all registrations received by March 15, 2010*)

- Corporations or law firms with 26+ attorneys firm-wide \$500.00
 - Early Bird Registration Fee \$400.00*
- Law firms with 11-25 attorneys firm-wide \$350.00
 - Early Bird Registration Fee \$300.00*
- Law firms with 10 or fewer attorneys firm-wide \$250.00
 - Early Bird Registration Fee \$200.00*
- Government agencies \$200.00
 - Early Bird Registration Fee \$150.00*
- Public interest and non-profit organizations \$150.00
 - Early Bird Registration Fee \$125.00*

Program Booklet Advertisement Opportunities

- ¼ Page ad \$200.00
- ½ Page ad \$350.00
- 1 Page ad \$500.00

I am unable to attend, but I would like to support the Sixth Annual CLEO Career Fair with my tax deductible gift of:

- \$50 \$100 \$250 \$500 Other _____

TOTAL CHARGE AMOUNT \$ _____

CREDIT CARD VISA MasterCard

CREDIT CARD NUMBER _____ / _____ / _____

EXPIRATION DATE ____ / ____ (MONTH/YEAR)

CARDHOLDER NAME _____

CARDHOLDER SIGNATURE _____

(Payment cannot be processed w/o a valid signature)

Written cancellations must be received no later than Friday, April 30, 2010, 5:00 p.m. EST, in order to qualify for a refund of all registration fees. After April 30, 2010, the registration fee is 100% nonrefundable.



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6th ANNUAL CLEO CAREER FAIR
2010 JOB OPENING QUESTIONNAIRE

(Please type or print)

Name _____ Title _____

Employer _____

Address _____

Phone _____ Fax _____

E-mail _____

Hiring Contact _____

NAME

TITLE

Type of organization:
___ Public Interest/Non-Profit Organization
___ Law Firm
___ Business/Corporation
___ Government agency
___ Other (please specify)
___ Court (name/location)

If law firm, state size (Check One):
___ Solo Practice
___ 2-10 Attorneys
___ 11-25 Attorneys
___ 26-50 Attorneys
___ 51-100 Attorneys
___ 100+ Attorneys
___ Other (please describe)
Type of practice (List Primary Areas of Specialty):

Hiring for which term(s)? ___ Summer 2011 ___ Fall 2011 ___ Other (please specify)

Position Type:
___ Paid Law Clerk
Salary: \$
Stipend: \$
___ Volunteer Law Clerk (non-profits only)
___ Externs (academic credit; gov./non-profits only)
Number of Positions Available
Job Duties:
___ Research & Writing
___ Interview/Screen clients
___ Other (please describe)

Application Requirements:
___ Current Resume
___ Writing Sample
Number of Pages
Type of Sample (please describe)
Minimum Qualifications:
Year in Law School
Class Rank
Bilingual (language)
speak write read (preferred)

Required Courses
Prior Clerking Experience ___ Yes ___ No
State Bar Certification ___ Yes ___ No

Thank you! Non-interviewing employers for job postings only, please return this form via fax or U.S. mail by March 31, 2010 to:

Council on Legal Education Opportunity (CLEO)

Attn: 2010 CLEO Career Fair/Julie Long

American Bar Association Building

740 15th Street, NW, 1st Floor

Washington, DC 20005

Phone: 202.828.6100

Fax: 202.828.1009

Before returning this questionnaire to us, we ask that you double-check the availability of the position(s) indicated as well as the application requirements with your legal recruiting director, hiring attorney or personnel department. This will help us provide the most accurate job information to CLEO students and alumni and help us streamline the administration of the program.

Thank you for informing us of employment opportunities with your firm/agency.



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2010 Mid-Summer Professional Development Seminar & Career Fair

Chicago, Illinois
Chicago Marriott O'Hare
June 11 – 14, 2010

Program Booklet Advertisement Opportunities

Program Booklet	Contribution
Participant Listing	Free
¼ Page	\$200.00
½ Page	\$350.00
1 Page	\$500.00

Camera ready color advertisement & payment due by **April 30, 2010**

Ad Sizes

Full page: 8" x 10.5" (with no bleed)
Half page: 8" x 5.125" (with no bleed)
Quarter page: 3.875" x 5.125" (with no bleed)

Ad Formats

In terms of specs, we prefer the following files: Macintosh .eps, Macintosh .tiff, Macintosh Adobe Illustrator, or high-resolution PDF. Other file formats may work, but we cannot guarantee that the file will import correctly until we test it. We CANNOT accept Publisher or Corel Draw files. You should submit a PDF/proof of the ad, all fonts (including those in .eps files, and all graphics). Ads may be submitted in 4-color. You may e-mail ad files to: lucy@202design.us

Payment Information

Make Checks Payable to: **CLEO/ABA**
American Bar Association Building
Attn: 2010 CLEO Career Fair/Julie Long
740 15th Street, 1st Floor
Washington, DC 20005

We value your support.
For further information, please contact
Julie Long on 202.828.6113 or longj@staff.abanet.org