



LAW IS MORE THAN A PROFESSION.  
*It's a Calling.*

## Office of Career & Alumni Services

### Recent Graduates

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#### WHAT THE OFFICE OF CAREER & ALUMNI SERVICES CAN DO FOR YOU

##### **1. Help You Find the Job You Want**

The Career and Alumni Services staff is available by appointment. Counseling appointments are available from 8:30 a.m. to 4:30 p.m., Monday through Friday. The Career and Alumni Services staff will be happy to discuss the different types of employment offered in the legal field. We will even inform you of the steps you need to take to acquire a particular job.

##### **2. Assist You in Expanding Your Written Materials, Like Your Resume and Cover Letters**

The Career and Alumni Services staff is still available after you graduate. We will work with you to revise or update your legal resume. We will also review your legal cover letters, and give you tips on who is the best person to address.

##### **3. Alumni!**

The Career and Alumni Services staff has an alumni database, which contains 2,200+ alumni. We can give you contact information so that you can get in touch with our alumni - alumni who are willing and available to share their experiences of the 'real' legal world with you. This network of alumni can give you possible job leads, or put you into contact with employers with whom they have already built a relationship. Alumni understand the importance of networking and are willing to help out if they can!

##### **4. PathFinder and Job Distribution Lists**

Job listings received from employers are posted on PathFinder daily. In addition, we also have State Distribution Lists, electronic bulletins from other universities, which can be forwarded to you. We are constantly trying to add more universities to our job bulletin exchange lists. We also have other job lists: judicial clerkship, part-time students, and alternative careers. If you would like to be added to these lists, please email our office ([lawcareerservices@regent.edu](mailto:lawcareerservices@regent.edu)) and specify which lists you would like to be added to. Also, if you are already on these lists with your REGENT email, you might want to update it with a more permanent email. As you know, your Regent account will expire a few months after graduation and people often overlook changing those emails.

##### **5. Alumni Receptions (Networking)**

The Career and Alumni Services staff coordinates receptions around the country where we can all get together. Alumni have the opportunity to network with each other and we have the opportunity to get to know everybody.