



[CDO] 1L Summer Job Search Resources

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To: Eric J Stern <estern@law.berkeley.edu>

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Dear 1Ls:

It was so nice seeing you all during last week's LRW Section presentations.

We wanted to send you a quick reminder of some key resources we put together to support you during your 1L summer job search.

(*Remember* - you should use "[cdoaccess](#)" to gain access to many of these resources and webpages.)

ON-DEMAND VIDEOS

All of our on-demand videos can be found on [the CDO's Programs & Resources webpage](#) - including our recent 1L Summer Job Search Panel.

KEY 1L JOB SEARCH RESOURCES

During our LRW section presentations, CDO attorney-counselors referenced some key research guides and resources to help you get started with your summer job search.

Links to those guides and resources can be found in the "For 1Ls" section of our

[Career Resources Library](#) as well as in the Documents Library of [b-Line](#) (including lists of last year's Spring Interview Program [SIP] and Public Interest/Public Sector [PI/PS] Day employer participants and a list of where 1Ls summered in the years 2017-19). Click on "Resources" to access the Documents Library. Remember student evaluations from prior summers are also available on b-Line (via the "Evaluations" shortcut on the homepage).

RESUME RESOURCES

[Resume Review Guide](#)

[Resume Samples](#)

Video: 1L JD [Resume Workshop](#)

COVER LETTERS

[Cover Letter Guide](#)

[Cover Letter Template](#)

[Quick Guide to PIPS Cover Letters](#)

Video: [Cover Letter Workshop](#)

Once you have reviewed these resources and drafted a cover letter for a specific 1L summer job, please feel free to send that draft (in Word) to career@law.berkeley.edu with the subject line "1L Cover Letter Review." In the body of your email to us, please provide us with a sentence or two describing the types of opportunities you are planning on applying to for 1L summer. You should also feel free to utilize our [drop-in hours](#) to discuss your cover letter questions (and anything else related to your summer job search)!

We will be in touch again over winter break to share with you more information about some structured cover letter drop-in days we will be hosting at the beginning of the spring semester in connection with PI/PS Day and SIP. More details to come on both of those programs!

If you should have any questions, please feel free to contact me.

All my best,
Eric

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Berkeley Law via our social channels



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UC Berkeley sits on the territory of xučyun (Huichin - Hooch-yoon), the ancestral and unceded land of the Chochenyo (Chochen-yo) speaking Ohlone (Oh-low-nee) people.