Virtual Interviews Program (VIP) Summer 2024



Formerly On-Campus Interviews (OCI)

WHAT YOU NEED TO KNOW

[1] WHAT IS THE VIRTUAL INTERVIEW PROGRAM?

There are two as well). Employers conduct th law students.

employer groups/sessions):

first and the largest group of employers)

• Session 2: August 6 - 8, 2024

Application deadline: Friday, June 29

Following VIP, students could potentially receive a second round (or "call-back") interview. The employer will reach out to you directly if you are selected for a call-back interview.

[2] WHAT TYPES OF EMPLOYERS PARTICIPATE IN THE VIP?

- Private law firms who hire summer associates or law clerks, and positions generally begin the summer following your second year and are paid
- Federal, State and local agencies typically interview for school year and summer internships (may or may not be paid)
- Public interest organizations also typically interview for school year and summer internships (and are usually not paid)

[3] HOW DO I PARTICIPATE?

- The entire process is paperless and will be conducted using 12Twenty
- Beginning May 28th students will be able to view participating employers on 12Twenty and will be able to upload their application materials and apply

[4] TIPS FOR SUCCESS

RESUME Tips:

- Be scrupulously honest
- Be sure your resume is error free, this is the first document they will see of yours
- Have a conventional legal resume (see the handout included in this packet or in your Planner)
- One page (unless you have extensive experience prior to law school)
- REMEMBER! Have your materials reviewed by the CSO (send them to lawcareers@pacific.edu)

COVER LETTER Tips:

- Know your audience and research the firm or agency
- Targeted and tailored
- Don't reiterate what is in your resume

INTERVIEW Tips:

- Professional, conservative dress (stop by the Career Closet if you need professional clothing)
- PRACTICE! Go through the motions of an interview, memorize answers to common questions, and come prepared with thoughtful questions for your interviewer
 - o The CSO can help you! Make an appointment for a mock interview with a Career Advisor

[5] BEYOND VIP

- Most students get their jobs outside of the VIP process
- Frequently check 12Twenty for job postings. New jobs are posted DAILY
- Attend all job fairs on and off campus
- Be sure to network with the legal community and foster those connections
- Apply directly to firms you are interested in. (The CSO can help you with this!)
- Make an appointment with a Career Advisor to get more ideas on where to find the job you are looking for

To have your materials reviewed by the CSO, send them to: lawcareers@pacific.edu.

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