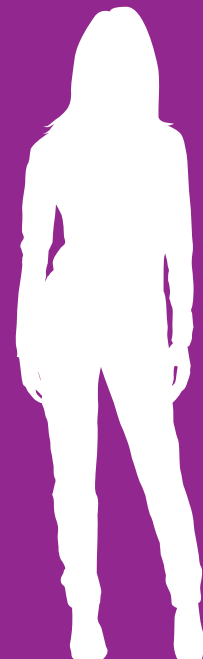
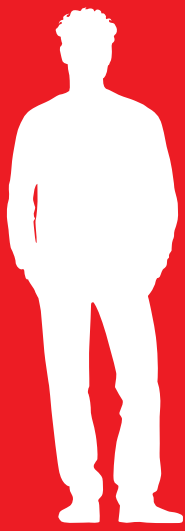


DIVERSITY FELLOWSHIP PROGRAM

PROGRAM OVERVIEW FOR LAW STUDENTS





EMBRACING DIVERSITY & CLOSING THE GAP IN THE LEGAL PROFESSION

INTRODUCTION

The San Diego County Bar Association (SDCBA) & The Association of Corporate Counsel (ACC) San Diego Diversity Fellowship Program (Program) is designed for law students that are:

1. First year OR part-time second year;
2. Diverse¹ ;
3. Enrolled in an American Bar Association (ABA)-accredited law school² ; and
4. In good academic standing

The Program provides an opportunity for diverse, first year law students to learn and develop skills that are necessary to be successful in law firm and corporate legal department environments and exposes law firms and corporate legal departments to qualified individuals who might not otherwise have come to their attention. The Program is modeled after similar programs in Sacramento, Puget Sound/Seattle, Cleveland, St. Louis, Columbus, Atlanta, and the Bay Area. The Program is not a recruitment tool, but an educational tool.

OUR GOALS ARE TO:

- I. Increase the number of diverse attorneys practicing in San Diego County law firms and corporate legal departments by providing first year law students with an opportunity to develop skills and make professional contacts through fellowship opportunities at law firms and corporate legal departments.
- II. Assist San Diego County law firms and corporate legal departments in their efforts to recruit competent diverse attorneys by introducing them to qualified, diverse law students who may not have been selected for employment through traditional summer programs. In addition, employment of these students affords a diversity of ideas which enhances the quality of legal services that participating employers may provide their clients.

¹Diverse means all underrepresented classes including, but not limited to, ethnicity, gender, physical disability, Veteran service or relationship, family and socioeconomic background and sexual orientation.

²Preference shall be given to students from San Diego County law schools.

PROGRAM DESCRIPTION

Participants in the Program are first year, or part-time second year, diverse law students, with preference given to those from San Diego County ABA-accredited law schools. Applications for the Program are submitted to the Diversity Fellowship Program. Selected applicants are interviewed by the Interview Committee and notified if they have been chosen to participate in the Program. Selected Candidates³ are then required to return a letter of acceptance by the deadline indicated in the fellowship offer letter. The duration of the program is eight (8) to ten (10) weeks or consistent with the employer's summer program. The details of the program are described herein and may be subject to change as deemed appropriate by the Committee.

APPLICATION PROCESS

In order to participate in the Program, each student must submit the following documents:

1. Application
2. Resume
3. Writing Sample⁴
4. Personal Statement
5. Confirmation of Good Academic Standing by the Career Services Department of the law school attended (please see the minimum standard requirement under "Grades: Section 8" of this document).
6. Two letters of recommendation

GRADES

Applications must be submitted online as one package. A committee⁵ will review, evaluate, and score the applications and, based on the foregoing, determine which applicants will be invited to appear for interviews.

The review committee evaluates the student applications based upon a number of factors, including, but not limited to, the strength of the writing sample, personal statement and interview skills, rather than grades alone. This is based on the idea that after completing one semester of law school, the applicant's grades are not available and not the best indicator of the individual's potential for success. However, candidates should be prepared to answer questions regarding their overall academic success during their interview.

³"Candidate" is an applicant who has been selected for an interview.



The Diversity Fellowship Program means so much to our firm. We are proud to be a diverse firm and believe it is important to provide learning opportunities to students from all backgrounds. The program has also benefited us tremendously in that we have enjoyed the pleasure of working with dynamic, positive, and inspiring students, including Jessica Yang, now a second year lawyer in our firm, and Briana Givens, our shining fellow from this past summer.

Jonathan Andrews

Managing Partner & Founding Member, ANDREWS • LAGASSE • BRANCH & BELL LLP

Minimum standard requirement: even though grades are not a required factor in choosing candidates for this Program, the purpose of this requirement is to show that the student applicant will be enrolled in law school for the fall semester and is not on academic probation and/or in danger of being removed from law school. Employers in the Program and SDCBA need to be assured that student participants will be law students and future attorneys for reason of investment of time and resources in furthering diversity in the legal community.

INTERVIEW PROCESS

An interview committee conducts all interviews of the candidates⁶. There is a panel of two or three interviewers from the SDCBA and the ERDC diverse bar associations.

All interviews are conducted in compliance with state and federal employment laws and best practices. All interviewers required to ask candidates a minimum of 5 primary questions selected from standardized question list that is provided to all members of the interviewing panels. Beyond these primary questions, panelists are permitted to ask additional follow up questions based on the responses provided by the candidates.

BASIS FOR EVALUATION AND FELLOWSHIP PLACEMENT

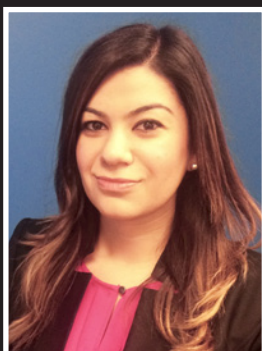
Following interviews, the interviewers discuss and place top candidates based on a number of factors including, but not limited to, (1) overall application strength, (2) interview skills, (3) criteria given to the committee by the employers, (4) input given by participating employers following the interview reception, (5) the impressions the candidates make at the interview, and (6) student placement preference. In addition, the committee takes into consideration that final fellowship offers are fair and balanced among the candidates from all three local law schools. At the conclusion of deliberations, the committee will create a final list of candidates and alternate candidates.

INTERVIEW RECEPTION

Candidates, committee members, and participating employers are invited to a reception after the fellows have been selected for the program. After the reception, the participating employers have an opportunity to give their input on the candidates to the SDCBA. Attendance at the reception is mandatory for all candidates unless excused

⁴The writing sample is based on a fact pattern provided by the Committee.

⁵Committee members from law schools and participating employers will not participate in the selection process.



The DFP program gave me an amazing hands-on opportunity to work with some of the best business litigation attorneys in San Diego. I gained invaluable experience and professional relationships that will last me throughout my career!

Anna Dzhabaryan
Thomas Jefferson School of Law

in writing. Candidates are expected to present themselves in a professional manner, as employer feedback based on interactions with the candidates at the reception may be considered during final placement deliberations. After the reception, the SDCBA will notify each candidate of their placement and employer contact.

ALTERNATE CANDIDATES

Should a candidate cease to be eligible, is unable to accept a fellowship offer, or an additional fellowship placement becomes available, alternate candidates will be assigned fellowships in the following manner:

- The employer will be given the opportunity to review only the resumes of the alternate candidates and provide feedback
- The SDCBA will consider the employers feedback, in addition to the alternate candidates preference for placement, and extend the fellowship offer accordingly.

DIVERSITY FELLOWSHIP PROGRAM OVERSIGHT STRUCTURE

The Program Committee (“Committee”) is comprised of representatives from the SDCBA and/or representatives from the Ethnic Relations & Diversity Committee (“ERDC”) who are responsible for reviewing applications, interviewing applicants and participating in the employer reception and other Program activities as designated. While there may be members of the Committee from the law schools and participating employers, these Committee members do not participate in the evaluation or selection process.

The SDCBA’s Special Projects Manager will serve as the point person for the program and will coordinate with the Chair of the ERDC. The SDCBA is charged with mediating any unresolved conflicts between the fellows and law firms or corporate legal departments that cannot be handled internally.

CONFLICTS POLICY

The SDCBA is charged with mediating any unresolved conflicts between the fellows and law firms or corporate legal departments that cannot be handled internally.

STUDENT CONCERNS

During the application, interview and placement process, student concerns should be brought to their assigned law school career services liaison, which will bring the concerns to the attention of the SDCBA program point person to be addressed.

Conflicts Policy for Law School Staff

Law School Liaisons should bring any concerns to the attention of the SDCBA program point person to be addressed.

⁶All committee members who participate in the interview process participate in an Interviewer Training & Orientation Program to ensure that interviews are conducted in a fair and equitable manner.

EXPECTATIONS OF STUDENT FELLOWS

Time Commitment

The Diversity Fellowship Program is intensive and requires the full-time commitment of the Fellows. Upon acceptance of a fellowship position, Fellows shall neither solicit nor accept employment of any kind during the fellowship period. Upon acceptance of a fellowship, participants agree to complete the program in its entirety.

Professionalism & Integrity

Upon acceptance of a fellowship position, Fellows agree to conduct themselves in the highest level of professionalism, honesty, and integrity. Fellows are required to act ethically and uphold the reputation of the profession. Fellows should take pride in their work and strive for excellence in fulfilling the employer's provided roles and responsibilities in line with the employer's values and core competencies.

Attendance at Program Events

The Program includes events intended to enhance the fellowship experience for all participants. Those events may include some or all of the following: reception/mixer at the commencement and conclusion of the Program; educational seminars covering a variety of topics such as legal writing, time management, professionalism in the workplace, networking, creating mentoring relationships and/or other topics relevant to professional development and advancement. Each student is expected to participate in these events as occur, therefore attendance at these events is mandatory.

Employer Specific Requirements

Some participating employers may require Fellows to submit to and pass a background check, drug test or conflicts of interest check prior to accepting the Fellow's employment. The law school attended by the student shall not be known prior to placement with the employer.



Year after year, we have had absolutely terrific diversity fellows. Without exception, they have come well vetted and prepared, with a great attitude, and have added not only well-received cultural richness and diversity, but truly beneficial, high quality legal work.

Thomas Turner

Managing Partner - Procopio, Cory, Hargreaves & Savitch LLP

Employer Training Programs

Fellows are expected to participate in the same manner and to the same extent as first year summer clerks (or second year summer clerks if no first year program exists) in any training program conducted by the participating employer. In addition, participating employers are encouraged to ask their attorneys to provide supplemental support and mentoring to their fellows; it is anticipated that this process will be informal. Success of the Program will depend, in large part, on the extent to which the Fellow is completely submerged in the law firm or corporate legal department, this is, his/her work involvement and participation in social activities of the participating employers are expected to be identical to that of any other summer clerk.

Thank you to our 2018 Sponsor:



I gained a great mentor out of the program. My mentor treated me as an equal and allowed me to have a voice. She gave me opportunities to work on my writing through research and to better my analytical skills by seeking out my thoughts about case strategy for an ongoing case. I even had the opportunity to attend a trial in L.A.! I gained invaluable legal skills from this program, which are extremely rewarding for my professional career and personal growth.

Anyse Chukwudelunzu
Thomas Jefferson School of Law