



CHARLOTTE SCHOOL *of* LAW

Center for Professional Development

PRINT RESOURCES

Bar examinations

- [Comprehensive guide to bar admission requirements](#)
- [Pass the bar!](#)/ Denise Riebe & Michael Hunter Schwartz

Directories

- [ABA/LSAC official guide to ABA-approved law schools \(2007 edition\)](#)
- [ALM experts: national medical directory \(2008 edition\)](#)
- [Atlanta bar association membership directory \(1999/2000 edition\)](#)
- [Directory of graduate law degree programs \(3rd edition\)](#)
- [Directory of legal specialists certified by the North Carolina State Bar \(2008 edition\)](#)
- [Georgia bar journal directory & handbook](#)
- [Mecklenburg County Bar membership directory \(2009/2010\)](#)
- [NALP directory of legal employers](#)
- [NALP directory of law schools](#)
- [North Carolina legal directory \(2006 edition\)](#)
- [South Carolina bar lawyers desk book \(2006/2007 edition\)](#)
- [South Carolina legal directory \(2005 edition\)](#)
- [Tennessee legal directory \(2000 edition\)](#)

Fellowships

- [The comprehensive fellowship guide – the ultimate resource for law students & lawyers](#)

General law practice

- [Beyond L.A. Law: break the traditional "lawyer" mold](#)/ Janet Smith
- [How good lawyers survive bad times](#)/ Sharon D. Nelson, James A. Calloway & Ross L. Kodner
- [How to start and build a law practice](#) / Jay G Foonberg
- [Introduction to the study and practice of law in a nutshell](#) / Kenney Hegland

Handbooks

- [The law student's pocket mentor: from surviving to thriving](#)/ Ann L. Iijima
- [Behind the bench: the guide to judicial clerkships](#)/ Debra M. Strauss

Internship Programs

- [The city/county attorney internship book](#)
- [The congressional internship book](#)
- [FedLaw – internships with federal legal agencies](#)
- [The human rights internship book](#)
- [Internships in international affairs](#)
- [Internships with America's prosecutors](#)
- [Internships with America's top companies](#)
- [Legal services internships](#)
- [The student's federal career guide: 10 steps to find and win top government jobs and internships](#)
Kathryn K. Troutman
- [Washington internships in law and policy](#)
- [The women's rights internship book](#)

Interviewing, self-presentation and success

- [101 great answers to the toughest interview questions](#) / Ron Fry
- [101 smart questions to ask on your interview](#) / Ron Fry
- [Building career connections: networking tools for law students and new lawyers](#)/ Donna Gershon
- [Can I wear my nose ring to the interview? : the crash course : finding, landing, and keeping your first real job](#) / Ellen Gordon Reeves.
- [The first five minutes: How to make a great first impression in any business situation](#)/ Mary Mitchell & John Corr
- [High-impact interview questions: 701 behavior-based questions to find the right person for every job](#)/ Victoria A. Hoevermeyer
- [How to work a room: the ultimate guide to savvy socializing in person and online](#)/ Susan RoAne
- [An insider's guide to interviewing: insights from the employer's perspective](#)/ NALP
- [Interview magic: job interview secrets from America's career and life coach](#)/ Susan Britton Whitcomb
- [Interviewing tips for law students with disabilities and employers who recruit them](#)/ Gerald A. Beechum
- [The legal job interview: winning the law-related job in today's market](#)/ Clifford R. Ennico

- [Maximize your lawyer potential: professionalism and business etiquette for law students and lawyers/](#) Amee R. McKim
- [The modern rules of business etiquette/](#) Donna Gerson & David Gerson
- [Nail your law job interview: the essential guide to firm, clerkship, government, in-house and lateral interviews/](#) Natalie Prescott & Oleg Cross
- [Tell me about yourself: storytelling to get jobs and propel your career/](#) Katharine Hansen
- [Wishcraft: How to get what you really want/](#) Barbara Sher & Annie Gottlieb

Law study & teaching

- [Best practices for legal education: a vision and a road map/](#) Roy Stuckey
- [Introduction to the study and practice of law in a nutshell /](#) Kenney Hegland
- [Juris types: learning law through self understanding/](#) Martha M. Peters & Don Peters
- [NCBA CLE bulletin: catalog of CLE programs & publications of the NC Bar Association Foundation](#)

Legal services

- [The Complete guide to contract lawyering: what every lawyer and law firm needs to know about temporary legal services/](#) Deborah Arron & Deborah Guyol

Legal research

- [The lawyer's guide to fact finding on the internet/](#) Carole A. Levitt & Mark E. Rosch

Professional ethics & job satisfaction

- [Lawyer, know thyself: a psychological analysis of personality strengths and weaknesses/](#) Susan Swaim Daicoff
- [Stress management for lawyers: how to increase personal and professional satisfaction in the law/](#) Amiram Elwork

Resumes & cover letters

- [Cover letter magic: trade secrets of professional resume writers/](#) Wendy S. Enelow and Louise M. Kursmark
- [Resume magic: trade secrets of a professional resume writer/](#) Susan Britton Whitcomb
- [Step-by-step cover letters: build a cover letter in 10 easy steps using personal branding/](#) Evelyn U. Salvador

Vocational guidance

Family law

- [Family law careers /](#) Sara Vlajcic
- [How to build and manage a family law practice /](#) Mark A. Chinn

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Federal positions

- [*Federal resume guidebook: strategies for writing a winning federal electronic resume, KSAs and essays*](#)/ Kathryn Kraemer Troutman
- [*The student's federal career guide: 10 steps to find and win top government jobs and internships*](#)/ Kathryn K. Troutman

General materials

- [*After the JD II: second results from a national study of legal careers*](#)
- [*America's greatest places to work with a law degree and how to make the most of any job, no matter where it is!*](#)/ Kimm Alayne Walton
- [*Asked and answered: your guide to law school success*](#) / Donna Gerson
- [*Career match: connecting who you are with what you'll love to do*](#)/ Shoya Zichy & Ann Bidou
- [*Careers in law*](#) / Gary A. Munneke
- [*Changing jobs: a handbook for lawyers in the new millennium*](#) / Heidi McNeil Staudenmaier
- [*Choosing small, choosing smart: job search strategies for lawyers in the small firm market*](#) / Donna Gerson
- [*Guerrilla tactics for getting the legal job of your dreams*](#) / Kimm Alayne Walton
- [*Guerrilla tactics for getting the legal job of your dreams \(2nd edition\)*](#)/ Kimm Alayne Walton
- [*How to start and build a law practice*](#) / Jay G Foonberg
- [*Job search magic: insider secrets from America's career and life coach*](#)/ Susan Britton Whitcomb
- [*The law firm associate's guide to connecting with your colleagues*](#)/ Barbara Miller & Martin Camp
- [*The lawyer's career change handbook: more than 300 things you can do with a law degree*](#) / Hindi Greenberg
- [*The legal career guide: from law student to lawyer*](#)/ Gary A. Munneke
- [*Navigating detours on the road to success: a lawyer's guide to career management*](#)/ Kathleen Brady
- [*Nonlegal careers for lawyers*](#) / Gary A. Munneke, William D. Henslee & Ellen Wayne
- [*Objection overruled: overcoming obstacles in the lawyer job search*](#)/ Kathy Morris
- [*The Official Guide to legal specialties: an insider's guide to every major practice area*](#)/ Lisa L. Abrams
- [*The opportunity maker: strategies for inspiring your legal career through creative networking and business development*](#)/ Ari L. Kaplan
- [*The right moves: job search and career development strategies for lawyers: a search consultant shares proven secrets for success*](#)/ Valerie A. Fontaine
- [*Should you really be a lawyer? The guide to smart career choices before, during & after law school*](#)/ Deborah Schneider & Gary Belsky

CENTER FOR PROFESSIONAL DEVELOPMENT

- [The \(un\)happy lawyer: a roadmap to finding meaningful work outside of the law/](#) Monica R. Parker
- [What can you do with a law degree? A lawyer's guide to career alternatives inside, outside & around the law/](#) Deborah Arron
- [What law school doesn't teach you--but you really need to know: expert tips & strategies for making your legal career a huge success/](#) Kimm Alayne Walton
- [Your first year as a lawyer revealed: secrets, opportunities and success!/](#) Ursula Furi-Perry

International Law

- [Careers in international law: a guide to career paths and internships in international law 2005-2006/](#) American Society of International Law
- [International opportunities resource guide/](#) NALP

Public interest law

- [2006 public sector & public interest attorney salary report](#)
- [Beyond the big firm: profiles of lawyers who want something more/](#) Alan Morrison & Diane Chin
- [Lawful pursuit: careers in public interest law/](#) Ronald W. Fox

Salary surveys

- [2006 public sector & public interest attorney salary report](#)
- [2008 associate salary survey](#)
- [Jobs & JD's: employment and salaries of new law graduates](#)

Women lawyers:

- [Dear sisters, dear daughters: strategies for success from multicultural women attorneys](#)
- [Ending the gauntlet: removing barriers to women's success in the law /](#) Lauren Stiller Rikleén

ONLINE RESOURCES

- [ABA division for bar services – state and local bar associations](#)
- [ABA overview of accredited post-J.D. programs](#)
- [American health lawyers association](#)
- [Avue Central](#)
- [BYU's intercollegiate job bank](#)
- [Charlotte Business Journal legal industry updates](#)
- [Defense research institute](#)
- [Internships USA](#)
- [Martindale-Hubble directory](#)
- [Mecklenburg county bar classifieds](#)
- [NALP legal employer directory](#)

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- [North Carolina advocates for justice](#)
- [North Carolina association for defense attorneys](#)
- [North Carolina bar association legal marketplace](#)
- [North Carolina conference on district attorneys job openings](#)
- [North Carolina state employment](#)
- [North Carolina state government jobs](#)
- [Online system for clerkship application and review \(OSCAR\)](#)
- [PSLawNet](#)
- [South Carolina bar career center](#)
- [USAJobs](#)
- [Westlaw's/TWEN law student jobs online \(LSJO\) and attorney jobs online \(AJO\)](#)