

Law, Wealth Management & Finance

Jobs, Employment Career Issues

Strategy and Technology

Employment and JOBS

The most difficult economy in 70 years.....

More Global Jobs Available for Viewing that Ever...

What are we talking about

- Online job tools & Alerts
- Sectors of Finance - Search and Learn
- Resumes
- The SEO Aspects of Bios
- Digital Recruiting
- Preparation
- Investigating Job Descriptions
- Learn the company
- Great websites
- Global Markets
- Emerging Markets and Jobs
- International Finance
- Compliance
- Law/Regulations
- Social Networks
- Decisions and Contracts

What type of job?

- Insurance
- Brokerage
- Banking
- Tax
- Accounting
- Law
- Research
- Counsel
- Teaching
- Library and Knowledge Management

DOL BLS



- Lawyers <http://www.bls.gov/oco/ocos053.htm>
- Judges <http://www.bls.gov/oco/ocos272.htm>
- Law Clerks <http://www.bls.gov/oco/oco20052.htm#23-2092>
- Financial Sales
<http://www.bls.gov/oco/oco20052.htm#23-2092>
- Financial Analysts <http://www.bls.gov/oco/ocos301.htm>
- Executives <http://www.bls.gov/oco/ocos012.htm>

Where do you look – Job Search

- www.Monster.com
- www.AAFM.efinancialcareers.com
- www.certifiedprojectmanager.us/jobs.html
- www.Careerbuilder.com
- http://jurist.law.pitt.edu/law_student10.htm
- www.chronicle.com (Academic and Teaching)
- <http://www.dice.com/>

What is the description? Know it & Starter jobs

- **Law Admissions Counselor - Office of Law Admissions - University of Baltimore**
- Regular exempt position with full benefits package
- Annual Salary: \$40,000 - \$43,000
- The Law Admissions Counselor will conduct informational sessions, meet with prospective law students and participate in law recruitment events and activities. Duties include:
 - * Research and collect contact information for college and university pre-law advisors and placement personnel, Schedule off campus recruitment visits with appropriate college/university personnel. , Represent the law school at law recruitment fairs.
 - * Meet with and make presentations to prospective law students at their home institutions.
 - * Participate in on campus recruitment events. Provide tours of the law school and campus to prospective law students. Other duties as assigned by the Assistant Dean for Law Admissions.
- **QUALIFICATIONS:** Bachelor's degree required. Graduate degree or recent JD from an ABA approved Law School preferred. Also requires one year of experience working in College or Law School admissions. Graduate/Law School degree can be substituted for experience. Additional requirements: Position requires extensive travel. Valid driver's license.
- * Ability to lead a team in a changing environment and support leadership efforts to promote strategic plans. Superior communication, organizational and interpersonal skills. A proactive customer service orientation. Ability to work with diverse populations.

Create Resumes and Cover Letters

- Get them Digital
- Save as Doc and PDF
- Put contact information
- Create New Email Address for jobs?
- Updates
- Alerts

Create Job Alerts using Job engines

Create job alerts for the:

- Type of Job
- Area or Location
- Have Alerts emailed to you.
- Create special employment email address

Recruiting Digital - Seeking

- Make sure your resume has
 - Working Contact Info
 - Degrees
 - Diplomas
 - Experience
 - Certificates
 - Awards
 - Trainings
 - Experience
 - Job Descriptions
 - Keywords
 - Key Phrases
 - Key Locations
- Example: Certification,
Certified, Licensed,
Qualified, Wealth
Management, International
Tax, AML, Risk etc.

Your Personal Digital Portfolio

- Create a Portfolio
- Scan Degrees, Diplomas, Licenses
- Have some good photos
- Scan Memberships
- Digital Copies of Awards
- Trainings taken: Communications, Harassment, etc.
- Ethics and Professionalism Courses
- Recommendations.
- You can quickly refer people to your linkedin.com public page or email a portfolio.

Research and Learn Your Target

- Learn about the companies that you want to work for
- Learn about the job tasks and requirements
- Be prepared to interview.
- Watch Videos on best practices

http://www.careerbuilder.com/JobSeeker/Resources/CareerResources.aspx?lr=cbcertypm&siteid=certypmca_1

- Read Career Articles:

http://news.aafm.efinancialcareers.com/newsandviews_item/newsItemId-33532

- Learn more Stay Sharp www.advisorfyi.com

<http://www.advisorfyi.com/2011/07/additional-factors-affect-personal-financial-advisor-market-demographic-shifts/>

Social Networks – LinkedIn.com

- TJSJ LLM Group
<http://www.linkedin.com/groupRegistration?gid=1457507>
- Please Join the AAFM ® USA Board Network -
<http://www.linkedin.com/groupRegistration?gid=1910939>
- Please Join the AAFM ® International Financial Management Network -
<http://www.linkedin.com/groupRegistration?gid=959>
- Project Management Global Network on LinkedIn <http://www.linkedin.com/groupRegistration?gid=49529>

You and Your Brand – Make Your Mark with your Name and CRED.

- Create a page with Facebook
- Make A page with LinkedIn
- Make a page with other networks
- Twitter
- XING
- Orkut
- MyLife
- Plaxo
- Friendster
- Do it to make sure the 1st page of results are yours....

Emails and Network

- Keep your emails
- Save the old ones
- You can upload these emails to your social networks
- Some networks will grab your emails and invite
- Building a network may be important
- Networking with locals, charity, volunteer.

Join Organizations

- Join Law School Orgs
- Join other Orgs
- They have tools for you
- They have job search and career help.
- They have internal information.
- Earn supplemental or specialization credentials from these organizations that are targeted to your preferred positions.

Website and Domains

- Claim your name if possible.
- Control what is on the domain.
- Put up a website or reserve
- If you load a website, you should have meta-tags that are clear
- Headers, Title, Description, and Keywords

Law Jobs

- <http://www.lawjobs.com/index.jsp>
- <http://www.lawcrossing.com/>
- <http://www.martindale.com/Careers/Careers.aspx>

100K or more

- www.6Figurejobs.com
- <http://www.theladders.com/>
- <http://www.hundredk.com/>

Techniques

- Search By Zip Code
- Search By Miles 30, 60 or more
- Search for ONLINE JOBS
- HomeSourcing is Growing
- Search Part Time jobs – 2x, 3x etc. Clients...
- Look at boutique firms
- Hustle and Grow.....

Overlooked Terms and Sectors

Sectors

Locations

- ▶ Accounting & Finance
- ▶ Asset Management
- ▶ Capital Markets
- ▶ Commercial Banking
- ▶ Commodities
- ▶ Compliance / Legal
- ▶ Consulting
- ▶ Corporate
- ▶ Credit
- ▶ Debt / Fixed Income
- ▶ Derivatives
- ▶ Equities
- ▶ FX & Money Markets
- ▶ Global Custody
- ▶ Government
- ▶ Graduates & Internships
- ▶ Hedge Funds
- ▶ HR & Recruitment
- ▶ Information Services
- ▶ Information Technology
- ▶ Insurance
- ▶ Investment Banking / M & A
- ▶ Investment Consulting
- ▶ Investor Relations / PR
- ▶ Operations
- ▶ Private Banking / Wealth Management
- ▶ Private Equity / Venture Capital
- ▶ Quantitative Analytics
- ▶ Real Estate
- ▶ Research
- ▶ Retail Banking
- ▶ Risk Management
- ▶ Sales & Marketing
- ▶ Trading

Law Sectors

Category

Academic

Admin / Office Support

Attorney

Contract / Temporary

Corporate Attorney

In-house Attorney

J.D. Preferred

Legal Secretary

Litigation Support / IT

Paralegal

Partner

Public Interest/Non-Profit

The Government, Fed, State, City..

- <http://www.usajobs.gov/ei/attorneys.asp>
- **QUALIFICATIONS**
- Agencies are responsible for establishing their own qualification requirements for attorney positions. Generally, a Juris Doctor (J.D.) degree, Master of Laws (LL.M,) or equivalent law degrees and membership in a State bar are required. However, you must contact the agency of your choice to obtain complete information about what education, work experience, and credentials are required.

USAJOBS.gov

- **INTERNET:** Job seekers can also apply for positions on-line through USAJOBS, the Federal Government's Employment Information System. This official world-wide web site for jobs and employment information is **located at OPM web site <http://www.usajobs.gov>**. The occupational series for attorney positions is 0905. **To locate openings for attorney positions throughout the Government, search for job vacancies for the 0905 occupational series using the USAJOBS employment information system.**

RUN FOR SOMETHING – or Get Appointed

Elected

- <http://www.usa.gov/Contact/Elected.shtml>
- http://en.wikipedia.org/wiki/Elections_in_the_United_States#Local_elections

Get appointed

http://en.wikipedia.org/wiki/List_of_positions_filled_by_presidential_appointment_with_Senate_confirmation

Boutique, Small and Local

Examples

- Search for local trust departments, local money managers, small one/two person firms. See if you can work there.
- Many of my friends found somebody who was in the retirement transition who wanted help and to spend more time with kids.
- Some want to sell their firms or buildings and good will.

Appoint Example – TJSL TJ Turner

- **"T.J." Turner Jr.**, has been appointed to serve as a panel member on the Internal Revenue Service's (IRS) Electronic Tax Administration Advisory Committee (ETAAC). Turner was appointed with six additional new members and chairman on November 23.
- He is a graduate of Baldwin-Wallace College in Ohio, holds a Master of the Science of Law (JSM) in International Taxation and Finance from **Thomas Jefferson School of Law**, is a Fellow of the American Academy of Financial Management and a Certified International Tax Analyst (CITA).

References

- List of Social Networks
http://en.wikipedia.org/wiki/List_of_social_networking_websites
- Employment Websites:
http://en.wikipedia.org/wiki/Category:Employment_websites
- Social Networks: <http://www.sitepoint.com/social-networking-sites-for-business/>
- Executive Search Firms
http://en.wikipedia.org/wiki/Category:Executive_search_firms

End of Discussion

- Thanks for being here and good luck