

2L SUMMER STUDENT RECRUIT
GUIDELINES FOR 2023 2L SUMMER POSITIONS

All Manitoba law firms and organizations engaged in the hiring of summer students during the 2L Summer Recruit held in the fall of 2022, and all candidates applying to such employers, are expected to adhere to the guidelines and dates set out below.

GUIDELINES AND IMPORTANT DATES TO REMEMBER FOR FIRMS AND STUDENTS

2L Summer Job Ads

- Employers are to provide, **by no later than Friday, September 2nd, 2022**, their 2L summer job ads containing all necessary information about the firm, documents required for the application (resume, cover letter, copy of transcripts, other), the contact person, the address to which applications must be sent, the number of summer students positions available if that is known, and anything else the firm may wish to tell students, to both:
 1. The University of Manitoba Faculty of Law Career Development Office via email: lisa.griffin@umanitoba.ca (phone: 204-474-7932); and
 2. The Law Society of Manitoba via email: lehnes@lawsociety.mb.ca (phone 204-926-2042)
- All postings received will be accessible to Robson Hall students through the Faculty of Law's Career Development website job board and to all other applicants by emailing a request to the Law Society of Manitoba to lehnes@lawsociety.mb.ca.

Student Application Deadline

- Students must submit their applications directly to the employers by **Friday, October 7th, 2022 at 12:00pm CT** (noon).

Interview Call Date

- Employers may contact students directly to set up interviews during the hours of 12PM – 2PM CT on **Thursday October 20th, 2022**.

Interview Period

- Interviews may be conducted any time from **Monday, October 24th, 2022 to Tuesday, November 1st, 2022**. Employers may interview students at a location of their choosing or virtually, keeping in mind current public health guidelines and also that students may be in class during these days.

Eligible Students

- The 2L Summer Recruit applies to those students currently in their second year of law school at the time of their application.

Earliest Offer Date

- Employers may make a 2L Summer position job offer no earlier than **12pm CT on Thursday, November 3rd 2022**. These offers will remain open until 12:00pm CT the following day. Offers made on November 3rd, 2022 can be accepted or rejected by students anytime before 12pm CT on Friday, November 4th, 2022 but must be responded to by that time. Offers made after November 4th, 2022 must be responded to by no later than 12:00pm CT the following day.

Offers

- Firms should tell students the contact information of the person to whom the student should communicate the acceptance or rejection of the offer. Firms are also encouraged to include pertinent information such as proposed start date, salary, and benefits.
- As a courtesy to firms and fellow students, students should deal with any offers received as soon as possible. Once a student has accepted an offer from one firm, the student must promptly communicate his/her/their rejection to any other firm that extended an offer.

Black Out Periods

- There are no proposed black out periods where firms may not hold networking or other events. That is left within the discretion of each firm.

Timeline

Job posting to be sent to both Faculty of Law and Law Society	By Friday, September 2 nd , 2022
Application deadline for Students	Friday, October 7, 2022, at 12pm CT,
Interview call date	Thursday, October 20th, 2022 between 12-2pm CT
Interviews	Monday October 24th to Tuesday November 1 st , 2022
Earliest Offer Date	Thursday November 3 rd , 2022 between 12-2pm CT