

# LEGAL RECRUITING BOOT CAMPS

For Junior Recruiting Professionals

Based on Wisnik's Legal Recruiting Core Competency Model, we created these boot camps to train recruiting professionals on the skills and knowledge that result in superior performance. Each program is 4 hours long and provides practical tips and strategies for how recruiting assistants and coordinators can add maximum value.



Eva Wisnik  
President

Eva Wisnik is the former Director of Recruitment and Training for Schulte Roth & Zabel and Cadwalader, Wickersham & Taft. After 10 years as a recruitment professional, Eva founded a training and placement firm for the legal community. Since starting her business in 1996, she has conducted more than 600 training programs for law firms nationwide, including 74 of the AmLaw 100 firms. In addition, Eva has presented professional development programs at numerous NALP, NYCRA, CALPA & WAALRA conferences.

## **Recruiting 101:** Overview of recruiting cycle, lingo and role expectations *Ideal for recruiting assistants with less than 6 months of experience*

- ✓ An overview of how recruiting departments impact the business of a law firm and how an assistant can best contribute
- ✓ Information on recruiting lingo, cycle and best practices
- ✓ Industry knowledge such as the AmLaw 100 firms, top law schools and their grading scales and recent trends in legal hiring

### **Program Includes:**

- ✓ Practical resources including recruiting timeline, vocab cheat sheet, cost of interviewing handout and industry statistics
- ✓ Guest Speaker: senior legal recruitment professional who will share insights into what it takes to be a successful assistant

## **Recruiting 201:** Time Management, communication & client service skills *Geared toward recruiters with 1+ years of experience*

- ✓ Time management tips for being productive and efficient
- ✓ Knowledge of their personal communication style and how to communicate effectively with colleagues whose style is different from their own (based on results from the MBTI)
- ✓ Tips for improving communication through active listening, asking good questions and adapting tone to the audience
- ✓ Suggestions for building credibility and developing an orientation towards serving internal and external clients

### **Program Includes:**

- ✓ MBTI will be administered to each participant prior to the program
- ✓ Guest Speaker: senior legal recruitment professional who will share best practices on professionalism



For pricing and additional information on Wisnik Legal Recruiting Boot Camps, please contact us at [ewisnik@wisnik.com](mailto:ewisnik@wisnik.com)