

LAWCROSSING'S CAREER ADVICE REVEALED

PART I



LAWCROSSING™
THE LARGEST COLLECTION OF LEGAL JOBS ON EARTH

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LawCrossing's Career Advice Revealed, Part I

by LawCrossing

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Introduction

Whether you're looking for your first legal job after law school, reevaluating your career path, or taking your career to a new level by endeavoring to stay on top of new trends in the legal field, *LawCrossing's Career Advice Revealed, Part I* has something for you!

Packed full of articles for the young attorney, the seasoned attorney, and the attorney looking for a career change, this informative book is perfect for attorneys in all walks of life. Keep it for yourself. Pass it on to a friend. Share it with your son or daughter or your mother or father.

Your career as a legal professional will go through cycles. At first, as a young, eager attorney fresh out of law school, you'll need advice on creating an eye-catching resume, acing your interviews, negotiating for your first position, and dressing the part as a professional. After you've been around the block a few times and have some experience under your belt, you'll need tips on the hottest legal trends and how to change and grow with the profession so that you stay current and competitive. And when you've been practicing law for longer than you haven't been, you'll need advice on the next step, which could be a career change.

LawCrossing's Career Advice Revealed, Part I is a book that will be with you through it all, ready and waiting to lend helpful advice and tips on how to be the best you can be at any stage of your legal career.

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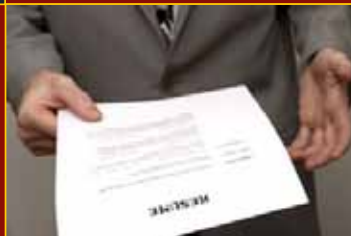
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Advice for Job-Seekers



Schmooze or Lose

By Judith Earley



Name the number-one skill that leads to personal and professional success. Survey says: the ability to converse!

In her book *What Do I Say Next? Talking Your Way to Business and Social Success*, author Susan Roane says that if you want to be successful, you don't have a choice as to whether or not you want to develop your conversational prowess. Forget about $E=MC^2$; according to Roane, "verbal fluency equals success and affluency."

Conversation is the heart of all of our communication. Without it, it's almost impossible to build rapport and make lasting connections with our friends, colleagues, clients, and significant others. When you are confident in your ability to talk to others, you have more opportunities to be a better attorney, supervisor, colleague, and friend.

What is small talk?

Small talk is the art of making conversation for the sake of making conversation. It should be considered a social skill—a benefit and not a burden. People who know how to converse with ease and skill have more fun and get more out of life. Knowing what to say can move you to the next step of your career or personal relationship.

There are some people who turn their noses up at the idea of small talk, dismissing it as cliché. Others are so self-absorbed that they never consider that a few minutes of lighthearted banter could help forge the connections they are hoping to make with clients and colleagues.

Why should you make small talk?

When you say that you have no need for small talk, it sends a message that you consider it a waste of time to get to know another human being. His hobbies, favorite movie, and style of communication are relevant; even his pets are important. Do you really want to convey that you are too busy to bother with that person?

Small talk is really the biggest talk you can make. Relationships are built, developed, and nurtured through discussion. Meeting people and exchanging ideas are modes for reinforcing the web of relationships that makes up your world. Most important, it shows you want to make other people feel comfortable around you.

Small talk can break the ice and give you a sense of who people are. And small talk doesn't always have to be about "small" subjects. People often get to know each other with casual conversations about art, sports, the stock market, or current affairs.

How do you make small talk?

- Write a self-introduction, and practice it ahead of time. This helps bolster your confidence when you meet someone at a party, conference, or event.
- Keep up with the news—local, national, and sports—so you know what's going on in the world. It will give you more to talk about.
- Don't ask questions hoping that the other person will carry the conversation. In this instance, you are bringing nothing to the table; and people will just think you are being nosy.
- Actually listen to what the other person is saying instead of planning what you are going to say next. He or she is telling you what to talk about. Take your cue from your partner, and work on building a meaningful exchange.
- Start small. Establish a comfortable connection with the other person before you move on to more serious subjects.
- Ask questions, and listen to the answers. But make sure that your questions are appropriate, not tacky or artificial. If you wouldn't want to answer it yourself, don't ask!
- Contribute anecdotes that relate to the interests of the people you are chatting with. Don't redirect the spotlight to you or try to make a sales pitch. There will be plenty of time for that later.
- Stay in the moment, and talk about the event you are attending—the venue, the food (good or bad!), traffic, how you know the host, etc.
- Remember, most people are nice and really would like to talk to you.
- Finally, your parents had your best interests at heart; but now that you are an adult, it is okay to talk to strangers!

As trite as it sounds, small talk is the building block of big talk. With a little practice, you really can schmooze your way to personal and career success.

