Employer Policies

All University of Connecticut policies apply. In addition, as a professional school, we espouse the highest of ethical standards. Our expectations regarding conduct, ethics and professionalism apply to students and employers alike.

Employers may participate in Career Fairs, On and Off-Campus Interviewing, on campus career events, and may post employment opportunities in compliance with these policies.

Requirements for Employer and Organizational Participation Standards

1. All employer representatives of an organization shall conduct themselves in a professional manner at all times at Law School events. Employer representatives shall be knowledgeable of the National Association of Legal Professionals (NALP) standards and agree to abide by those parameters when participating in Law School sanctioned events on and off-campus and at employer sponsored events on and off campus. Information regarding the NALP standards may be found at: [http://www.nalp.org/fulltextofnalpprinciplesandstandards#Part_IV._Prin_Employers](http://www.nalp.org/fulltextofnalpprinciplesandstandards#Part_IV._Prin_Employers)

2. Employer representatives shall be professional in their demeanor with all Law School representatives at all times. Inappropriate behavior including, but not limited to yelling, coercion, threatening or belligerent behavior may lead to that employer representative to no longer be eligible to participate in any on or off-campus Career Planning Center events.

3. Opportunities must be open to all eligible students and/or graduates. Employers must comply with our non-discrimination policy, available at: [http://www.law.uconn.edu/student-life-resources/career-planning/employers](http://www.law.uconn.edu/student-life-resources/career-planning/employers) and provided at the bottom of this document. Additional information about the University’s policies may be found at: [http://www.ode.uconn.edu/](http://www.ode.uconn.edu/)

4. Employers shall engage in reputable business practices. Should there be a question regarding an employer’s business practices, the Career Planning Center will provide the Employer in question an opportunity to provide documentation in writing of good standing. The Career Planning Center reserves the right to evaluate both the applicant and employer documentation and make a determination of future work relationships.

5. Any concerns an employer may have regarding the Career Planning Center’s policies, programs or any Law School student should be provided in writing to the Director of the Career Planning Center, the Associate Dean of Admissions, Student Finance and Career Planning or the Law School Dean.

6. The Career Planning Center reserves the right to sever relationships or limit access to programs and events if:
   - An employer harasses, verbally abuses or threatens any staff member of the department.
   - An employer fails to adhere to Center’s policies and/or any of UConn’s rules and regulations, and local, state, or federal laws.
   - A student complaint or concern is brought to our attention and validated.
   - An employer misrepresents by dishonest information or absence of information.

Non-Discrimination Policy

It is the policy of the University of Connecticut to prohibit discrimination in education, employment, and in the provision of services on the basis of legally protected class characteristics (unless there is a bona fide occupational qualification related to employment), or any other unlawful factor. In Connecticut, protected class characteristics include race, color, ethnicity, religion, age, workplace hazards to reproductive
systems, sex (gender, sexual harassment), marital status, sexual orientation, genetic information, pregnancy, national origin, physical/mental/learning disability, and any other group protected by civil rights laws.

The University’s policy also prohibits discrimination in employment on the basis of a criminal record that is not related to the position being sought and supports all state and federal civil rights statutes whether or not specifically cited within this document.

The goal of equal employment opportunity, which is embodied in federal and states laws forbidding discrimination in employment, is inherent in the ideals of the legal profession and represents a special obligation to the profession as well as the School of Law. The School of Law assumes that prospective employers utilizing the services of the Law School's Career Planning Center acknowledge the principle of equal opportunity for all students and graduates. It is expected also that their employment policies comply with the letter and the spirit of law affording equal employment opportunity.

**Opportunity Guidelines**

Employers must comply with the following guidelines when offering employment opportunities:

**Student Opportunities**

1. The opportunity must be law related and use elements from the student’s law school education. A supervising attorney is required.

2. The student will perform professional tasks and will be given opportunities to learn skills that are requisite in the legal profession. The opportunity should not be more than 25% administrative and/or clerical in nature.

3. The assigned tasks and activities will be developmentally appropriate and meaningful for the professional development of a student considering that legal field or occupation.

4. The work environment will be conducive to learning; the attorney supervision will include mentoring and constructive feedback, allowing the student to develop as a new professional.

5. Opportunities must be open to all eligible students and employers must comply with our non-discrimination policy available at: [http://www.law.uconn.edu/student-life-resources/career-planning/employers](http://www.law.uconn.edu/student-life-resources/career-planning/employers) and provided at the bottom of this document.

**Graduate Opportunities**

1. The opportunity must be career related (JD required or preferred).

2. Opportunities must be open to all graduates and employers must comply with our non-discrimination policy, available at: [http://www.law.uconn.edu/student-life-resources/career-planning/employers](http://www.law.uconn.edu/student-life-resources/career-planning/employers)

**Restricted Job Posting**

The Career Planning Center does not allow blind postings or postings from a third party agency. The Center maintains a list of agency contact information for students and graduates. To be added to this list, please send contact information to law.careers@uconn.edu.

In addition to the above, all University of Connecticut policies apply, including the Policies for Eligibility and Participation in the Center for Career Development Programs and Events, full text available at: [https://d3irk3g7luh32r.cloudfront.net/wp-content/uploads/sites/7/2016/11/EmployerPolicies_4.30.15.pdf](https://d3irk3g7luh32r.cloudfront.net/wp-content/uploads/sites/7/2016/11/EmployerPolicies_4.30.15.pdf).