



## || Summer Associate Program FAQ

The overall goal of the Foster Swift summer program is to provide summer associates with a nurturing atmosphere that expands their knowledge of the law. Toward that end, we provide opportunities to experience the practice of law while giving Summer Associates several avenues to demonstrate their legal abilities.

We generally assign summer associates to one of the firm's primary practice groups. Throughout the program, Summer Associates are given a variety of assignments to enable them to identify subject areas in which they may ultimately wish to practice.

Summer associates are not required to bill a minimum number of hours. However, they will experience private practice as if they were first-year associates. This, we believe, best allows the firm to evaluate prospective lawyers and allows the summer associates to evaluate Foster Swift and the culture of our firm.

### **Will I be paired with an advisor?**

Yes! We have created a variety of ways to make sure our Summer Associates have great experiences. To facilitate the transition into the firm and to learn about the firm's culture, an associate "buddy" is assigned to each summer associate. At social events, the buddy assists with all aspects of integration, including introductions and answering questions about appropriate attire and the firm's customs.

In addition, each Summer Associate gets a mentor. This attorney monitors assignments and workload, ensures exposure to many lawyers and practice areas and helps develop client contact skills.

### **What type of work will I be doing?**

As part of the program, Summer Associates have the chance to receive assignments from assigning attorneys, but they are also strongly encouraged to seek out their own projects. This approach helps them to develop their prioritization and time management skills while interacting directly with attorneys.

#### We're Hiring!

If you are interested in applying for a 2023 summer associate position, please email your cover letter, resume and a writing sample to [khafley@fosterswift.com](mailto:khafley@fosterswift.com) by August 8, 2023.



Our attorneys work closely with Summer Associates to provide them with a diverse range of learning opportunities. This includes observing trials, ..... , as well as attending client meetings and practice team meetings. Our goal is to give Summer Associates a comprehensive understanding of the legal profession and to help them develop their skills and experience.

## **When and how could I expect to receive feedback?**

Evaluations and feedback are two of the most important aspects of the entire experience. Summer associates receive both informal and formal feedback from the attorneys they work with on each assignment.

Summer associates are provided with a mid-summer review, which offers them valuable insights and guidance on their performance during the first half of the 12-week program. They also receive helpful tips on how to finish strong for the remaining duration of the program. Additionally, summer associates are given a final review, which provides them with a comprehensive overview of how they performed throughout the entirety of the program.

At Foster Swift, our summer program is more than a good way to spend a summer. It's a great way to begin a rewarding career with our firm.

## **Which offices at Foster Swift hire associates for a practice group?**

1. Litigation – Lansing
2. Business & Tax – Lansing
3. Employer Services – Lansing
4. Trusts & Estate – Lansing
5. Litigation – Southfield
6. Litigation – Grand Rapids