



## **Notre Dame Lawyer Club – Local Event Calendar**

We are ND! As a committed local club member or officer, you are already aware of the benefits of connecting with Notre Dame lawyers in your community or region. Consistent touchpoints with local Notre Dame lawyers enhance alumni's Notre Dame experience and improve alumni engagement. The Alumni Committee of the Notre Dame Law Association developed the attached Local Event Calendar as a template to give Notre Dame Lawyer Clubs a starting point for annual event and content planning. Below we address **why** we created this calendar, **what** is included in the calendar, and our suggestions on **how** to use the calendar. Please note that this calendar is only to provide suggestions, and you should feel free to adjust, modify, and improve the calendar as you see fit.

### **The Why: To provide a list of suggested events and timelines that local lawyer clubs can consider during annual planning.**

Because the talented lawyers giving their time to local lawyer clubs are extremely busy, it is important that local clubs provide a variety of events and activities to excite alumni. This calendar provides suggestions on events and the timing of such events that each club should consider. We recognize that not every club will check each box on this calendar, and others may add to it. However, our goal is to provide a starting point that can be tailored for each club.

### **The What: The calendar includes a variety of suggested events and goals that could accompany those events.**

The calendar is broken into four separate categories:

- (i) CLE: We all have CLE requirements, and getting those CLE credits are great opportunities to get lawyers out of their office. Each club should aim to host at least one CLE event each calendar year. Consider picking relevant and engaging topics that will draw the largest crowds. Additionally, leverage our second-to-none alumni network to pull speakers who would draw larger crowds (this is also a way to recruit new alumni). Finally, consider the timing of CLE events (i.e. events later in the year may draw larger crowds as people attend anything available to meet their requirements).
- (ii) Non-CLE: CLE is not the only reason to get lawyers out of their office. Informal networking opportunities allow us to foster relationships with our colleagues in a welcoming setting. These informal opportunities come in many forms, but happy hours are likely the most frequent and flexible. For events that take a little more planning, you could consider Fireside Chat sessions (e.g., "A Different Kind of Lawyer: An Evening with Kevin Warren")

hosted this past September in Chicago) and Hesburgh Lecture events (these need to be coordinated with the local NDAA club).

(iii) Service: Being 'a different kind of lawyer' requires a different level of commitment to service. There are numerous local opportunities to provide pro bono work and partner with the local alumni clubs on their service projects. Additionally, our students rely on alumni connections to create the best and most unique Galilee experience.

(iv) Recruitment/Employment Efforts: NDLA board members and those committed to improving the school must make time to assist with recruitment and employment efforts. Attending law school fairs, meeting with students in a variety of settings, sending communications to admitted students, and participating in mock interviews are just a few of the ways alumni provide valuable touch points for NDLS students and prospective students.

**The How: The calendar is a template that *should* be used as a starting point and then tailored to the needs of each local club.**

We understand that size, resources, and interests vary by club. Accordingly, we hope that clubs use this calendar when planning their events and activities for the year. Clubs should also periodically review this calendar during the year and make adjustments as necessary. Keep in mind that this calendar is only for suggestion purposes, and local clubs *should* adjust the calendar to fit their specific needs.