

## Q&A

**Q: Do you allow for split summers? Is there a minimum number of weeks a Summer Associate is required to work?**

A: Yes, we do consider split summers on a case-by-case basis. Our preference, however, is that you spend the entire summer with us for the purpose of getting to know you and your work, and for you to get to know the individual lawyers and our firm as a whole.

The Summer Associate Program at KMK is designed to run for approximately 11 weeks each summer, beginning the day after Memorial Day and ending the second week in August. The program is designed to give First and Second Year law students first-hand exposure to the practice of law and the operations of the firm. Summer Associates will know at the end of the Summer Program what it is like to practice law at Keating Muething & Klekamp.

**Q: When should I submit my resume?**

A: If we are visiting your law school for on-campus interviews, please submit your resume to the Careers Services Office by the given deadline. If you do not see your school on the on-campus interview schedule, please send your resume to us at [lawcareers@kmklaw.com](mailto:lawcareers@kmklaw.com). Resumes may be submitted beginning August 1, for Second Year students, and not earlier than December 1, for First Year students.

**Q: Does Keating Muething & Klekamp host Summer Associate social activities?**

A: Yes. We believe a successful Summer Program depends not only on diverse and rewarding assignments, but also on building individual and professional relationships. We coordinate activities that encourage the development of business relationships among our Summer Associates and allow them to get to know the attorneys and other members of KMK at several planned social events throughout the 11-week program.

Some of the Summer Social Activities include:

- Tours of client facilities
- Family picnic
- Cincinnati Reds Baseball Games
- Golf outing
- Receptions, happy hours and dinners
- Lunches with Senior Partners and Practice Group Leaders

**Q: What is the dress code policy at KMK?**

A: We have maintained a "traditional" professional dress code effective Monday through Thursday. All personnel are expected to dress in a business-like manner consistent with the professional atmosphere of the firm. The firm has adopted a "business casual" dress code for Fridays.

**Q: What is the salary for Summer Associates?**

A: The salary for the summer of 2011 is \$1,850.00 per week for second year associates and \$1,700.00 per week for first year summer associates.

**Q. What percentage of Summer Associates receive offers?**

## Q&A (Continued)

A. We are selective about who participates in our program. Generally, the number of Second Year Summer Associates participating in the Summer Program is intended to approximate the number of entry level Associates the firm projects that we will hire for the following September. This contrasts with most firms that hire much larger classes for the summer and extend only a few offers to the group.

**Q: What type of projects are given to Summer Associates and how are they assigned?**

A: Summer Associates are given various assignments by attorneys which are submitted for review by the assigning attorney. These assignments consist of research, drafting pleadings, meeting with clients, attending depositions and trials, participating in telephone conferences and closings, and generally becoming more familiar with the day-to-day aspects of practicing law. Participants will work with three different Practice Groups, have secretarial support, and work closely with their mentors.

**Q: How are Summer Associates evaluated?**

A: Summer Associates are evaluated in writing by the assigning attorneys for each assignment completed. A formal review is also conducted mid-summer and at the end of the program. Each Summer Associate is assigned a mentor who is available for any questions or concerns the Associate may have during or at the conclusion of the Summer Program.