



BROOKS PIERCE
Attorneys at Law

Recruitment Brochure



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Overview

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Brooks, Pierce, McLendon, Humphrey & Leonard, LLP is more than just a North Carolina law firm. We are a collective group of talented attorneys who provide superior service to a sophisticated, national clientele. We pride ourselves on being a firm of individual ideas and interests working together to meet the needs of our clients. Since 1897 our firm has sought attorneys who are self-starters with diverse backgrounds and strong character.

The success of our firm is due to commitment and quality of our lawyers. We employ graduates from several of the nation's leading law schools, including Yale, Stanford, Harvard, the University of Chicago, the University of Virginia, Duke, Georgetown, the University of Texas, UCLA, Washington and Lee, the University of North Carolina, William and Mary, Wake Forest, George Mason University, and the University of South Carolina.



On Campus Recruiting

Traditionally, we travel to the campuses of five prominent law schools in North Carolina and Virginia during the fall and spring semesters. Those schools we routinely visit include:

- Duke University
- University of North Carolina
- University of Virginia
- Wake Forest University
- Washington and Lee

If we are not holding on-campus interviews at your law school, you may send your resume, transcript and cover letter via e-mail or postal mail to:

Recruiting Coordinator
Brooks, Pierce, McLendon, Humphrey, & Leonard, LLP
Post Office Box 26000
Greensboro, North Carolina 27420

Law Students & New Associates

Our firm's summer program is not just a temporary job. It is a tool for creating lifelong friendships and for laying the foundation to a solid and successful legal career. The goal of our summer program is to introduce law students to various aspects of a law practice and provide them the guidance and environment that best suits and enriches their legal talents. We work very hard to provide summer associates with a wide variety of substantive work assignments. Summer associates typically select their assignments from an online database, which allows them to pursue projects of particular interest. This also provides our summer associates the opportunity to work with a diverse group of attorneys.



In addition, we offer summer associates working experience outside of the office. Summer associates are invited and encouraged to attend depositions, court appearances, trial strategy sessions, transaction closings, negotiations, and other meetings associated with the firm's practice.

"When I first interviewed with Brooks Pierce, I knew it was the firm for me. My experience as a summer clerk reinforced that first impression, and it continues to be reinforced with every passing day."

- Stephen Hartzell, University of North Carolina School of Law, Class of 2000

Another vital component of our summer program is feedback obtained through various methods including evaluations, surveys and informal conversations. Attorneys and summer associates alike are strongly encouraged, and routinely asked, to provide each other with feedback on an array of topics including work assignments and the summer program.

We generally hire first- and second-year law students to work with us as summer associates. However, from time to time, we may employ a recent law school graduate for part of the summer prior to the commencement of his or her judicial clerkship. The length of our summer program varies and, generally, students are free to choose when their tenure will begin and end. Summer associates are also allowed to split their summers with another firm.

If you are interested in becoming a summer associate with Brooks, Pierce, McLendon, Humphrey & Leonard, LLP, please contact our Recruiting Coordinator, Ms. Elizabeth Bilcheck.

New Associates

A unique firm attribute is our lack of formal division into departments. We understand that not every recent law school graduate is going to know what area of law will hold his or her particular interest. By not having formalized departments, attorneys are free to experiment with a variety of practices. Typically, associates will eventually narrow the spectrum of their concentration, yet some attorneys will prefer to continue their careers without ever focusing their practice into one or more specialties. This decision is left up to the individual.

Entry-level associates joining our firm are given the freedom to take on as much responsibility as they choose. It is not unusual for a first or second year associate to take depositions, organize a closing, pick a jury, or be second chair at a major trial. We believe that the best way for someone to learn is through exposure and first-hand experience. In addition, we encourage our attorneys to attend continuing legal education and training seminars, and we offer additional training in-house.



Development/Mentoring

Acclimation into the world of a practicing attorney is a symbiotic and detailed process. To aid in this process, we delegate a seasoned firm attorney to mentor each new associate or summer associate. The main role of the mentor is to offer support and advice concerning both professional and personal aspects of our firm.

Mentoring offers specific, confidential, individualized learning from an experienced, respected, and insightful colleague. This tradition enhances the overall development of new attorneys and fosters positive connections between attorneys. The mentor's duties are to provide guidance on work assignments, identify training and professional development opportunities (both internally and externally), offer advice and support to those they mentor, and to help new associates form internal relationships.

Two other avenues help in this area. Our attorney development program ensures that our associates have the necessary opportunities and resources available to become highly skilled and well-rounded professionals. In addition, our Associates Committee provides the opportunity for discussion about important matters relating to associates, such as work assignments, training, and policies.

Work Environment

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A core value of our firm is individual autonomy for our lawyers. We strive to be a collegial group of highly skilled, highly motivated and self-directed lawyers who take personal responsibility for their practice, their profession, their communities, and their lives. We maintain a professional, yet informal working environment, which allows our attorneys to use their training and experience to the fullest. Our attorneys have deep respect, both professional and personal, for one another.

At Brooks Pierce, we pride ourselves in our dedication to provide the highest level of professionalism to our clients, and in our commitment to maintain integrity in the practice of law, — all the while encouraging our people to maintain healthy, balanced, and fun lifestyles.



"By working with so many different attorneys, I developed an appreciation for the intellectual diversity, the commitment to quality, and the personal relationships that make Brooks Pierce a special place to work."

- John Buford, Washington and Lee Law, Class of 2002



Laterals & Judicial Clerks

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While we have a strong summer program at Brooks Pierce, we do not hire exclusively from our summer associate pool. We look for lateral candidates and seek judicial clerks who are nearing the end of their clerkships.

We appreciate the experience that judicial clerks and lateral candidates bring to our firm. Some of our lateral attorneys have added significant professional and business talents to our firm, including former state legislators, political campaign managers, investment bankers, military officers, high-ranking government officials, certified public accountants, entrepreneurs, and professors. Approximately one third of our attorneys served as law clerks to Federal and State judges.



When considering a lateral candidate or judicial clerks, our decisions weigh heavily on factors such as character, educational background, employment history, and professional recommendations.

Hiring Benefits & Standards

Brooks Pierce has upheld a tradition of excellence for over 100 years, and we seek attorneys and professional staff to help us continue this tradition into our second century. Our goal is to hire lawyers with outstanding academic records, diverse backgrounds, and a strong desire to succeed. We also look for people with sound judgment and those who have a commitment to the community.

Our firm provides a competitive compensation and benefits package to all employees. Benefits include medical and dental insurance, life insurance, short- and long-term disability packages, a 401(k) retirement plan, and parking. We will pay a portion of the costs incurred while law school graduates are studying for and taking the North Carolina Bar Exam. Judicial clerks are given an additional stipend in recognition of their work for the courts.

Commitment to Diversity

Brooks, Pierce, McLendon, Humphrey & Leonard, LLP currently represents a diverse group of clients. Whether representing small businesses, Fortune 500 companies or nonprofits, we are always engaged in the representation of people – people with a wide variety of legal needs.

Our firm values diversity in our society, and we believe that the virtues and pursuit of diversity are just as important within our firm. Therefore, we actively seek to recruit, retain, and to promote talented attorneys and staff members of diverse backgrounds.

As another part of our firm’s on-going commitment to diversity, our firm adheres to a policy prohibiting discrimination and harassment on the basis of legally protected attributes, including sex, pregnancy, race, color, religion, national origin, veteran status, age, and disability.



Other Professionals

In addition to hiring high-quality lawyers, we also seek professionals who want to be part of a team, who are skilled in their jobs, and understand the importance of client service. Because we offer a commitment to professional growth, we have been able to attract and retain a dedicated and skilled work force in our various service and administrative departments: legal assistants, secretarial support, human resources, information systems, and library services.

If you are interested in joining our team, in either our Greensboro or Raleigh offices, please submit your cover letter and resume to:

Ms. Cathy Bennett
Personnel & Facilities Manager
Brooks, Pierce, McLendon, Humphrey & Leonard, LLP
P.O. Box 26000
Greensboro, North Carolina 27401

Brooks, Pierce, McLendon, Humphrey & Leonard, LLP is an equal opportunity employer and does not discriminate on the basis of race, gender, religion, national origin, age, or handicap.

Frequently Asked Questions (FAQ's)

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What is the firm's billable hour requirement?

We do not have a billable hour requirement. The quality of our work product takes precedence over the quantity of work. We want our attorneys to focus on meeting our clients' needs substantively and efficiently.

Does the firm allow part-time or flexible work schedules?

Yes. We have partners and associates on part-time and flexible work schedules. These arrangements are determined on a case-by-case basis.

What is the partnership track for a new associate?

Typically, the partnership track for a new associate is six years.

What are your plans for future growth?

One of our firm's core principles is our solid belief in controlled, steady growth. Our hiring decisions are made on an individual basis, and not based on meeting certain numbers or quotas.

What is the firm's pro bono policy?

As one of the largest North Carolina law firms, we play an active role in the community. While we do not require our attorneys to participate in pro bono programs, we do encourage attorney involvement. The specific area(s) of community service, and the depth of involvement, is decided by each individual attorney. Our pro bono coordinator helps attorneys find ways to become active. [Click here to review our firm's pro bono policy in its entirety.](#)

What class levels do you hire for your summer program?

Usually we hire first- and second-year law students for our summer program. However, from time to time, we have invited third-year law students to spend the summer with us prior to the commencement a judicial clerkship.



Frequently Asked Questions (FAQ's)

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What is your hiring process?

When making decisions for permanent hire, our Recruiting Committee will review a candidate's application. If the Recruiting Committee agrees to make an offer of employment, their recommendation will be passed on to the Management Committee. The Management Committee will then discuss the candidate and take the Recruiting Committee's recommendation under advisement. If the Management Committee agrees with the Recruiting Committee's decision for hire, they will then make a recommendation to the full partnership for a vote.

When making decisions for summer employment, the Recruiting Committee reviews a candidate's application and determines whether or not to extend an offer for summer employment.



How many summer associates do you usually hire?

We are always looking for bright, talented students. We do not limit ourselves to an arbitrary number. Summer positions are offered on an individual basis.

Are summer associates allowed to split their summers? When does the summer program begin and end?

We recognize the importance of clerking with several firms before committing to one firm after graduation. Summer associates are allowed to split their summers. We do not have specific start and end dates for our program; therefore, the start and end of their tenure is left up to the summer associates.

Do you offer a summer housing program?

Yes. If a summer associate needs to relocate in order to take part in our summer program, we offer subsidized housing. We will provide corporate apartments to summer associates who need them. Summer associates typically pay a small expense for housing and utilities combined, and we will cover the remainder of this expense.

How is a summer associate evaluated?

Summer associates receive feedback through several different methods. We encourage our attorneys to provide feedback to summer associates while they are working on a project together.

If a summer associate doesn't receive feedback on a particular project, they can ask their mentor or our Recruiting Coordinator to solicit an assessment of their work. Along these same lines, summer associates are also encouraged to seek feedback directly from the assigning attorney.

At the end of a clerk's tenure, our Recruiting Committee will solicit more formal assessments. Attorneys are asked to judge a summer associate based on, among other aspects, the quality of their work product, leadership capabilities, maturity, decision-making skills, and overall fit with the firm. A member of the Recruiting Committee will relay this information to a summer associate during the exit interview. Future hiring decisions regarding summer associates are made shortly after the conclusion of the summer program.

How do I submit my resume?

You may submit your cover letter, transcript and resume via e-mail or by mailing it to:

Ms. Elizabeth Bilcheck, Recruiting Coordinator
ebilcheck@brookspierce.com
P.O. Box 26000
Greensboro, NC 27420

