

## Summer Program FAQs

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### Frequently Asked Questions: Summer Associate Program

#### How can I apply for a Summer Associate position?

Pullman & Comley conducts on-campus interviews at several law schools, which is the preferred method of application. Candidates also can send a resume and cover letter to: Robert Hinton, Pullman & Comley, LLC, 90 State House Square, Hartford, CT, 06103-3702. Callback interviews are usually scheduled in September and early October. Hiring decisions are made on a rolling basis and applicants can expect to be notified within two to four weeks.

If you are interested in applying for Pullman & Comley's Diversity 1L Summer Associate Program, please email a cover letter and résumé to:

Shirley Veillette  
Human Resources Coordinator  
Pullman & Comley, LLC  
850 Main Street  
Bridgeport, CT 06601-7006  
[careers@pullcom.com](mailto:careers@pullcom.com)

#### What are the objectives of the 2L program?

Our 2L Summer Associate Program is designed to provide law students with a true picture of what it is like to practice law as a full-time associate at Pullman & Comley. As part of the Summer Associate Program, law students work closely with attorneys, participate in day-to-day activities and make important contributions to projects involving a variety of practice areas.

In addition to working closely with attorneys, 2L summer associates assist in assignments outside the office, including trials, hearings, depositions and real estate and corporate closings. Summer associates also participate in the same training programs and department meetings as full-time associates. Every effort is made to give summer associates an authentic law firm practice experience.

#### How is the Summer Associate Program organized, and what will I work on?

The director of the Summer Associate Program oversees all projects and events, regularly monitors progress and meets with each summer associate on a weekly basis. This allows the director and the summer

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<b>BRIDGEPORT</b> 203.330.2000	<b>HARTFORD</b> 860.424.4300	<b>SPRINGFIELD</b> 413.314.6160	<b>STAMFORD</b> 203.324.5000	<b>WATERBURY</b> 203.573.9700	<b>WESTPORT</b> 203.254.5000	<b>WHITE PLAINS</b> 914.705.5355
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associates to gauge work flow and ensure that a summer associate is exposed to as many of the firm's major practice areas as possible. In addition, if the summer associate has an interest in a specific area of practice, the director will make accommodations to allow for a concentration in that practice area where possible. Work assignments are carefully supervised and the importance of the assignment is fully explained by the assigning attorneys. We pride ourselves on our friendly atmosphere, and all of our attorneys are happy to speak with summer associates about their assignments or any concerns they may have.

### **What kind of training will I receive?**

Each summer associate is assigned an associate mentor and a partner mentor who are available for guidance on everyday questions and can act as a sounding board to address concerns. Our associate mentors are junior to mid-level associates who provide guidance on individual projects and firm dynamics, while our partner mentors give broader advice on professional development strategies. During the first week of the Summer Associate Program, and throughout the summer, the firm's Orientation Committee also helps to acclimate summer associates to the firm and the practice of law. Summer associates join in departmental and section meetings, in-house continuing education seminars for attorneys and one-on-one training in substantive legal developments, cutting-edge office technology, and effective advocacy techniques.

### **What kind of feedback can I expect?**

We recognize the importance of regular, clear feedback for summer associates. To that end, the firm provides weekly informal feedback sessions through meetings with the Summer Associate Program director. In addition, the leadership of the firm's Recruiting Committee meets with each summer associate at the mid-point of the Summer Associate Program to provide a more formal, comprehensive review. Exit interview and assessments are conducted at the end of the program, and by the conclusion of the summer, each summer associate will have a clear understanding as to how his or her work was evaluated.

### **Where will I be based?**

Our 2L Summer Program is centered in the Bridgeport office; however, summer associates have exposure to all of Pullman & Comley's offices. Our Summer Program runs for ten weeks, of which eight weeks are generally spent in our Bridgeport office, and two are spent in our Hartford office. Summer Associates also may spend additional time in a particular office on an as-needed basis.

As a regional law firm, Pullman & Comley draws attorneys from a broad area. Whether summer associates are from the New England area or beyond, the firm assists in the settling-in process. Summer associates will find that the firm's offices are situated in dynamic settings, from the state's capital to urban locations on Long Island Sound just a few minutes from beaches and a train ride to New York City. The attorneys go out of their way to introduce our summer associates to the amenities and surroundings that each of our offices and communities has to offer.

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Our offices are situated in and near some of the most attractive places to live in the region. Our Bridgeport-based attorneys make their homes in the lively Black Rock section of Bridgeport and in the beautiful surrounding towns of Fairfield, Westport, Stratford, Trumbull, Easton, Milford, and beyond. These communities offer easy access to nightlife, beaches, shopping, and restaurants.

Our Hartford-based attorneys live in the downtown area of Hartford, and in the surrounding communities including West Hartford, Farmington, Simsbury, Avon and Glastonbury. These areas offer fine dining, a variety of music and entertainment and access to the Connecticut and Farmington Rivers. In addition, several of our associates have called New Haven home over the years, opting to take advantage of the “town and gown” atmosphere provided by Yale University.

### **What social activities can I expect?**

Pullman & Comley's Summer Program is designed to introduce our summer associates to every office and practice area in the firm. Most importantly, we want our summer associates to meet as many of the firm's attorneys as possible. Obviously, this cannot be done through work assignments alone, which is why our summer program also offers diverse social activities that provide opportunities to interact and to meet informally with attorneys, and learn about Pullman & Comley and our various offices.

Our goal is to make our summer associates feel comfortable and welcome within the Pullman & Comley community. Prior summer social activities have included:

- Trips to the General Assembly to meet with key legislators
- Trips to the Connecticut Supreme Court to meet with select justices
- Mohegan Sun Casino dinner and excursion
- Sailing on Long Island Sound and Candlewood Lake
- Various firm receptions
- Annual "Partners-Serve-Associates" dinner
- Bowling and other game nights

These events allow us to get to know our summer associates better, and allow them to get to know us. In addition to being a great deal of fun, these events are critical to the success of our Summer Associate Program.

### **Will I be hired as an Associate? When can I expect to receive an offer?**

By the conclusion of the 2L Summer Associate Program, summer associates have an in-depth view of what it means to practice law at Pullman & Comley, and should be able to tell whether this is the right environment

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for them.

Hiring decisions are usually made within two weeks after the Program ends, and offers are usually held open for acceptance within a reasonable time.