



SKILLS WORKSHOPS 2017-2018

DELANEY POST-GRADUATE RESIDENCY PROGRAM

Delaney Post-Graduate Residency Program 17-18

2017-2018 Skills Workshops

Date	Time	Workshop & Instructor
Wednesday, Sept. 27	5:45-7:45 pm	Financial Planning Workshop: Public Interest Careers Charles Pruett, Assistant Dean for Financial Aid, Georgetown Law
Tuesday, Oct. 10 and 17	3:30-5:30 pm	Presentation Skills for Lawyers (2-part series) Andrew Wolvin, Adjunct Professor, Georgetown Law; Professor, Department of Communication, University of Maryland
Thursday, Nov. 9	2:00-5:30 pm	A Deeper Dive into Difficult Conversations with Clients and Counsel Cathy A. Costantino, Adjunct Professor at Georgetown University Law Center, Fordham Law School and Vermont Law School Kelly N. Walsh, Adjunct Professor at Georgetown University Law Center
Wednesday, Dec. 6	5:45-7:45 pm	Writing for Litigation Practice: Persuading and Communicating Effectively and Efficiently Frances C. DeLaurentis, Professor, Legal Research and Writing, Georgetown Law
Wednesday, Dec. 13	5:45-7:45 pm	Strategic Legal Research Anne Guha, Reference Librarian & Adjunct Professor of Law, Georgetown Law
Wednesday, Jan. 10	5:45-7:45 pm	Public Interest Advocacy: Running Effective and Compliant Campaigns Thomas Cluderay, General Counsel, Yellowstone Forever
Wednesday, Jan. 24	3:30-5:30 pm	Social Media Advocacy Workshop Leila Abolfazli, Supervising Attorney/Clinical Teaching Fellow, Federal Legislation Clinic, Georgetown Law
Wednesday, Feb. 7	5:45-7:45 pm	Nonprofit Finance 101 for Public Interest Organizations Sterling Morris, Equal Justice Works
February TBA	5:45-7:45 pm	Strategic Thinking Workshop Christina M. Storm, Executive Director/Founder Lawyers Without Borders
February/ March TBA	TBA	Effective Policy Writing: Communicating Findings and Recommendations to Diverse Audiences Brittany Benowitz Chief Counsel of the ABA Center for Human Rights

Workshop Descriptions

SEPTEMBER

Financial Planning Workshop: Public Interest Careers

Wednesday, September 27, 5:45-7:45 pm

Law School graduates are confronted with a wide variety of financial issues that may be new to them; graduates committed to public interest practice for the long term often find financial planning especially daunting. In this financial planning session, we will help you create a financial plan that works for you based upon your individualized goals. This session will be interactive and will cover the following topics: student loans, insurance options, home buying, employment benefits, retirement savings, and more. This course will be tailored to your specific situation, so fellows should bring their curiosity and be prepared to ask questions.

Instructor: Charles Pruett is the Assistant Dean for Financial Aid, Georgetown University Law Center.

OCTOBER

Presentation Skills for Lawyers (2-part series)

Tuesday, October 10, 3:30-5:30 pm

Tuesday, October 17, 3:30-5:30 pm

This two-part workshop will focus on how to prepare and deliver listenable presentations. In our first session, we will discuss the principles of effective strategy, structure, support, and style in the creation of listenable presentations.

Participants are asked to bring a topic in an area of their legal expertise that they can develop into an outline for a short presentation during this session. In our second session, each participant will deliver the short prepared/rehearsed listenable presentation. Presenters will be provided with feedback from their workshop colleagues and the instructor and with a video recording of the presentation for self-analysis. Fellows interested in participating in this workshop must sign up for both sessions (October 10 and 17).

Instructor: Andrew Wolvin is an Adjunct Professor at Georgetown Law School, and a Professor in the Department of Communication at the University of Maryland where he teaches courses in public speaking, speechwriting, and listening behavior.

NOVEMBER

A Deeper Dive into Difficult Conversations with Clients and Counsel

Thursday, November 9, 2:00-5:00 pm

Attorneys communicate every day – particularly with clients and opposing counsel. Many of

those conversations are crucial – and often difficult. Being an effective attorney involves knowing why, how, when and with whom to have a difficult conversation that is planned, purposeful and productive.

This interactive skills-based workshop will explore conflict management with clients and opposing counsel; procedural versus substantive communications; the three types of crucial conversations; different communication styles and preferences for giving and receiving information; learning when and how to say no; weighting your interests to determine when to raise an issue and when to let it go; and specific cues and verbiage to increase the likelihood of a productive conversation and decrease the likelihood of escalation.

We will use some short case scenarios and a simulation. Come to the Workshop prepared to do, try, learn, explore, laugh and . . . have some fun on a Thursday afternoon!

Instructors:

Cathy A. Costantino, Adjunct Professor at Georgetown University Law Center, Fordham Law School and Vermont Law School

Kelly N. Walsh, Adjunct Professor at Georgetown University Law Center

DECEMBER

Strategic Legal Research

Wednesday, December 13, 5:45-7:45 pm

Newer attorneys spend about 30% of their time on legal research. This session will focus on strategies and techniques for researching more quickly without sacrificing accuracy. We will explore such topics as research planning, approaching a research project when you know nothing about a topic, dealing with research roadblocks, and how to evaluate the best tool for a project, including how and when to incorporate free or low-cost resources. Attendees will read a few short articles to prepare for class. The class will also include a hands-on exercise to help participants reinforce and sharpen their skills. Fellows are encouraged to bring laptops.

Instructor: Anne Guha, Reference Librarian & Adjunct Professor of Law, Georgetown Law

Writing for Litigation Practice: Persuading and Communicating Effectively and Efficiently

Wednesday, December 6, 5:45-7:45 pm

This interactive workshop will focus on how lawyers persuade and communicate effectively in writing, with a focus on crafting effective early litigation documents (e.g., complaints and motions). The workshop will also address techniques for writing efficiently so that you can produce the quality document desired under time constraints.

The workshop will begin with an overview of how to write persuasively and enhance the readability of your litigation documents. The workshop will then discuss how to create these persuasive documents in an efficient manner. After this discussion, participants will break out into small groups and apply what they have learned by drafting a short document and peer editing the

document. While participants are working on this exercise, the instructor will meet individually with each participant to provide verbal feedback on a writing sample provided by the participant in advance of the workshop.

Instructor: Frances DeLaurentis is a professor of legal research and writing at Georgetown University Law Center where she has taught the required first year legal research and writing class since 1999. She has also taught a variety of advanced writing classes and has directed the Writing Center since 200X. In addition, Prof. DeLaurentis has conducted writing workshops for a variety of government agencies and private D.C. law firms, and has served as a writing coach for a number of practicing attorneys. Prior to entering academia, Prof. DeLaurentis was a litigation partner at the law firm of Verner, Liipfert, Bernhard, McPherson and Hand, Chartered, where she served as chair of the firm's Summer Associate program, served as the firm's Sexual Harassment Ombudsman, and served on both the Hiring and the Associates Committees.

JANUARY

Public Interest Advocacy: Running Effective and Compliant Campaigns

Wednesday, January 10, 5:45-7:45 pm

This interactive workshop will principally focus on core elements of running effective and compliant public interest advocacy campaigns, offered from the perspective of in-house counsel responsible for supporting 501(c)(3) and 501(c)(4) nonprofit organizations.

The workshop will begin with a presentation on how to go about developing such campaigns, covering topics such as (i) approaches to deciding on campaign goals and strategies, (ii) considerations for in-house counsel when engaging colleagues from other backgrounds and disciplines, and (iii) the rules of the game when it comes to lobbying and political activities.

After the presentation, participants will break out into small groups and apply what they have learned by developing a campaign based on a policy issue and facts circulated in advance of the workshop. These breakout discussions will be facilitated by the presenter, after which groups will report back, in order to leave participants with practical take-aways they might use when engaged in public interest advocacy, or practicing within a nonprofit setting.

Instructor: Thomas Cluderay is general counsel to Yellowstone Forever, an organization dedicated to providing educational and philanthropic support to Yellowstone National Park (note: Yellowstone Forever does not engage in lobbying or advocacy). Prior to joining Yellowstone Forever, Thomas spent more than 6 years on the legal team of Environmental Working Group, a national environmental health advocacy organization, including more than 3.5 years as its general counsel.

Social Media Advocacy Workshop

Wednesday, January 24, 3:00-5:00 pm

Social media is a key tool in public policy advocacy. Given its central role in today's

communications, public interest lawyers advocating for policy change may often find themselves blogging, tweeting, or approving a post for Facebook, forms of communication not often taught in law school. Lawyers must become adept at writing quickly, concisely, and accurately about complex legal issues for audiences without legal backgrounds. While a demanding form of communication, social media writing can also be rewarding for budding public interest lawyers. This session will focus on the “how-to’s” of the various forms of social media communication, including how to navigate this terrain when your organization has a digital team as well as when *you* are the digital team.

Instructor: This session will be led by Leila Abolfazli. She is a clinical teaching fellow in the Federal Legislation Clinic at Georgetown Law. Prior to teaching, Leila has worked in both policy and litigation positions, as senior counsel at the National Women’s Law Center and as a senior associate at WilmerHale.

FEBRUARY

Nonprofit Finance 101 for Public Interest Organizations

February 7, 5:45-7:45 pm

Practicing law in the nonprofit setting differs greatly from practicing law at private firms, government agencies, or corporations. Ensuring success within the unique setting of the nonprofit sector requires skills in fundraising, finance, strategic planning, and outcomes measurements that are simply not required of attorneys in other sectors.

This interactive workshop will focus on two essential components of success for aspiring public interest attorneys: organizational revenue models and nonprofit budgeting. Participants will first learn about the “double bottom line” for nonprofits, which involves managing the financial health of a corporation in addition to the focus on achieving the charitable purpose and mission of the organization. Then they will use case studies and group work to learn about common nonprofit revenue models and how to construct a basic program budget.

Instructor: Sterling Morriss Howard (L’11) is Senior Manager of Fellowships at Equal Justice Works, where she helps to run the nation’s largest postgraduate legal fellowship program. In that role she advises and analyzes the \$9 million Fellowship program budget and develops curriculum surrounding nonprofit management skills for Fellows.

Strategic Thinking Workshop

February [TBA]

The buzzword of our times is “strategic” -- defense strategies, strategic planning, strategic approaches, to name a few. Young lawyers are being asked to be more strategic in planning their workload, meeting deadlines and, at a more advanced level, in approaching cases, trials, examinations and negotiations. Understanding the cornerstone of strategic thinking and starting the process of developing strategic approaches to your work, your communications and even your business relationships is an important skill that will yield benefits for your entire professional

career. The course will also explore the relationship between strategic thinking and its connection to creative outside-the-box solutions.

Some light reading will be circulated in advance. The workshop will seek to thoroughly engage you through in-class activities including “What Would You Do?” exercises based on real challenges that called strategic thinking skills into play.

Are you facing a decisional challenge—for example, your supervisor has assigned you a dozen tasks to complete before your fellowship ends and you’re not sure where to start. Bring it to class and we can discuss strategic approaches to resolving it.” Hopefully you’ll leave the class a more strategic thinker than when you arrived.

Instructor: Christina M. Storm, Founder, Lawyers Without Borders

MARCH

Effective Policy Writing: Communicating Findings and Recommendations to Diverse Audiences March [TBA]

This participatory workshop will give students an overview of policy writing, with a focus on policy briefs, and will provide students a structure to help them adapt their writing for different goals, audiences, and contexts. To begin developing a full spectrum of policy writing skills, students will work together to review policy briefs intended for different audiences, including legislators, regulators and lay audiences. They will identify techniques for conveying complex legal concepts succinctly and in a compelling manner.

Instructor: Brittany Benowitz is the Chief Counsel of the ABA Center for Human Rights. She manages a federal grant program that mobilizes the global legal profession to protect at-risk human rights advocates. Prior to working at the ABA, she served as a national security advisor to a senior member of the Senate Foreign Relations Committee. She has worked on a broad range of legislative and policy reform initiatives at the domestic and international level.