



Top 10 Tips for Success

Our best application advice for host organizations

1. START EARLY

Equal Justice works will accept online applications between June 28 and September 27, 2017. Set your organization up for success by giving yourself multiple months to complete the application process.

2. REVIEW YOUR MISSION

The purpose of hosting an Equal Justice Works Fellow is not to fill an existing staff attorney position, but instead to expand upon the mission of your organization through a unique and innovative project. Consider potential avenues for growth, and then hone your candidate search accordingly. If you are, for example, a veterans-focused organization, perhaps you are looking for a Fellow to pursue a Medical-Legal Partnership with a local VA clinic.

3. LEVERAGE YOUR NETWORK

While searching for candidates, take advantage of existing audiences by posting to your organization's Facebook, Twitter, and/or LinkedIn pages, and reach relevant jobseekers directly by adding your listing to job boards like [idealist](#), the [National Legal Aid & Defender Association \(NLADA\)](#), and the [Public Service Jobs Directory \(PSJD\)](#).

4. INVEST IN ADVERTISING

Even a small amount of money can go a long way in driving traffic to your online job listing. If your budget allows, try boosting your ads on [Facebook](#), [Twitter](#), and/or [LinkedIn](#) – this allows you to use interests, geographic locations, and other criteria to target the most relevant audience.

5. COLLABORATION IS KEY

The very best applications successfully marry the needs of the organization with the passions of the candidate. Once you've selected a candidate, work closely to develop each aspect of the project. [Check out last year's application](#), and discuss each question as you plan.

6. BEEF UP YOUR PRO BONO SECTION

For many law firms and corporations, much of the appeal of sponsoring a Fellow is the prospect of collaboration. Sponsors play an integral role in the selection process, so be sure to include plenty of detail about the different pro bono opportunities your project can offer. Some sponsors may be interested in certain kinds of pro bono over others, so try to include a variety of options.

7. ATTEND A WEBINAR

All potential host organizations should [sign up for an informational webinar](#), during which Equal Justice Works staff will review pertinent details and answer audience questions. Even if you are unable to attend live, you will be emailed a recording once the session has concluded. Sessions will occur from 3-4 pm EST on May 2, May 24, and June 21, 2017.

8. TALK TO ALUMNI

No one knows the Fellowship application and program better than our Fellows and alumni. Reach out to those who have served in your area, or worked on issues similar to those your project seeks to address – they will be able to provide valuable insights into the process. [See their profiles here.](#)

9. PROOFREAD, PROOFREAD, PROOFREAD

We suggest that candidates find no less than three people to thoroughly review their application. If you are pasting content into the online interface, be sure to double-check the formatting before you submit.

10. TALK TO US

Need personalized assistance or support at any time throughout the process? Don't hesitate to email us at Fellowships@equaljusticeworks.org.