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**The Importance of Family Friendly Work Environments**

*By Pamela D. Houston*



Pamela D. Houston  
President

As women are entering the practice of law at a greater rate than ever before, more firms must adopt policies for family friendly work environments as the rule, rather than the exception. The policies must be implemented and integrated throughout the firm so that the attorney in need of flextime, maternity leave, or time off to care for an aging parent, will not be put in an uncomfortable position requesting time off.

In reviewing firms both large and small, private and public, it is interesting to note how these family friendly policies differ from firm to firm.

While we applaud the many firms who actually have set in motion practices such as flextime, compressed work schedules and leave for the birth or adoption of a child, or for the care of an elderly parent, there are many more firms who fail to have set policies. These firms may represent that they have policies, but in reality a policy is not a policy unless it is spelled out and understood by all. In these cases, unfortunately, it leaves the attorney in need feeling as if he or she is asking the firm to make a special exception. Moreover, it leaves the attorney worried about the employer's perception of the attorney's work ethic, which should not enter the equation when the issue is that of a family matter. This is because the attorney in need of assistance is not any less committed

*(Work Continued on Next Page)*



**VOTE!**

To obtain OWBA's ratings of judicial candidates, as well as those of other bar associations in the Cuyahoga County area, visit [www.judge4yourself.com](http://www.judge4yourself.com).

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## Work (Continued from cover page)

to the practice of law than those who do not require the benefits of a family friendly work environment.

Typically, it is the woman attorney who requires time off for maternity leave. The firms I researched provided women attorneys with eight to 16 weeks, and sometimes more, paid leave. The average policy for firms both large and small was 12 weeks paid leave. Some firms even provide for a period of time for the attorney to phase back in to full time work at the conclusion of her leave. Depending on the firm, the phase-in time may be paid at the attorney's full salary, or at a reduced rate. Male attorneys also received paid leave for the birth or adoption of a child.

In order for firms to maintain attorneys who are competent and committed, firms must appreciate and support an attorney's need to have this time for family. The OWBA is proud to recognize firms with outstanding family friendly work policies. A list of our past recipients can be found on our website at [www.owba.org](http://www.owba.org). Soon, we will be soliciting nominations for our next family friendly recipient to be recognized at our 2007 annual meeting. If your firm does not yet have policies for shared/flextime, a compressed work schedule, or personal/medical leave, take a moment to see what our past award recipients have implemented. Our experience has shown that attorneys who work in these types of environments have much greater job satisfaction, not to mention better productivity, than those whose employers lack such policies.

Inside this newsletter, you will find an article about the many strengths of women attorneys and how their firms benefit from their contributions. Also, you will find comments from some of our past presidents about what they have brought to the practice of law. Every one of us has something extremely valuable to bring to our profession. I hope that all of you take a moment to recognize and appreciate your own accomplishments.

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## Voting

### *President's Message*

As we start to see the changing of the leaves, feel the chill in the air and hear the sounds of the Friday night lights, we are inevitably pulled (with our heels dug in, mind you!) into yet another Fall season. While we all busily work all day and deal with dinner and kids' homework at night, keep in mind one very important duty we are faced with come November— **the vote**. Stressing the importance of voting to members of the OWBA is like preaching to the choir. All of us will vote—some by way of absentee ballots if we're smart. Others will hurriedly run into the voting booth on November 7. In any event, we are informed voters and will make informed, sound choices.

Educating clients and other lay people is not as simple as one may think. Too many television ads with candidates accusing one another of committing fraud or some other disgraceful act, can affect how voters vote, even though the voter has no information as to the truth about the candidates. Unfortunately, these smear campaigns do too much damage and can ruin a qualified candidate's chances of a win. I can't say that this affects only those in urban or rural areas, or in advantaged or disadvantaged communities. I have heard even the brightest (or so I thought) of businesspeople make comments about what they "heard" about a candidate, rather than the position for which the candidate stood.

The OWBA is proud to host events such as "Meet the Candidates" and "Judge the Judges" where attorneys and the public have the opportunity to learn what each candidate has to offer.

Many political groups offer voter guides and information about candidates to help educate voters as to the truth amidst all the mudslinging. When you locate a legitimate site offering this information, pass along the link to co-workers, clients, friends and relatives to help everyone make informed decisions on Election Day. •

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## Speak Up!

Have something to report? If you wish to make an announcement about promotions, address/employer changes, speaking engagements, awards, marriages, births, condolences, etc., please let us know!

Also, we are in need of your suggestions on what we can do to improve OWBA.

Suggestions can be anonymous, must be in good taste, and all will be considered by the Executive Committee.

Send any items to Violet Imre ([violet@owba.org](mailto:violet@owba.org)).



# Save the Date!

<b>Date</b>	<b>Event</b>	<b>Location</b>
<b>Tuesday, November 14, 2006</b>	Full Board Meeting	Via teleconference
<b>Friday, November 17, 2006</b>	A Lawyer's Plan for Leadership 5-Part Series in Fall 2006—Spring 2007 <i>Negotiating Your Leadership Future</i>	Hosted at the Cleveland Bar Association (The Galleria, Second Level) Visit <a href="http://www.clevelandbar.org">www.clevelandbar.org</a> to register. Details Pages 4-5.
<b>Thursday, November 30, 2006</b>	OWBA's Silent Auction Shopping Night!	See Page 7 for details.
<b>Tuesday, December 12, 2006</b>	Executive Committee Meeting	Via teleconference
<b>Tuesday, January 9, 2007</b>	Full Board Meeting	Via teleconference
<b>Thursday, January 11, 2007</b>	OWBA/YWCA Women's Leadership Series: Part I (Columbus)	Part I: Power of Language Communicating what you want, generate support, understanding communication styles. Cost is \$25 for YWCA and OWBA members, \$45 for non-members. Details, location to be announced. Visit <a href="http://owba.org">http://owba.org</a> for updates!
<b>Friday, January 26, 2007</b>	Business over Breakfast	Details, Location To Be Announced
<b>Friday, January 26, 2007</b>	A Lawyer's Plan for Leadership 5-Part Series <i>A View from the Top: Leadership Succession Planning for Lawyers</i>	Hosted at the Cleveland Bar Association (The Galleria, Second Level) Visit <a href="http://www.clevelandbar.org">www.clevelandbar.org</a> to register. Details Pages 4-5.
<b>Thursday, February 8, 2007</b>	OWBA/YWCA Women's Leadership Series: Part II (Columbus)	Part II: Power of Leadership Mentoring, Professional Coaching, New Rules for Women in Leadership. Cost is \$25 for YWCA and OWBA members, \$45 for non-members. Details, location to be announced. Visit <a href="http://owba.org">http://owba.org</a> for updates!
<b>Friday, March 2, 2007</b>	A Lawyer's Plan for Leadership 5-Part Series <i>How Powerful Women Get Their Way</i>	Hosted at the Cleveland Bar Association (The Galleria, Second Level) Visit <a href="http://www.clevelandbar.org">www.clevelandbar.org</a> to register. Details Pages 4-5.
<b>Thursday, March 8, 2007</b>	OWBA/YWCA Women's Leadership Series: Part III (Columbus)	Part III: Power of Service Raising your leadership profile through community service, selecting organizations. Cost is \$25 for YWCA and OWBA members, \$45 for non-members. Details, location to be announced. Visit <a href="http://owba.org">http://owba.org</a> for updates!
<b>Wednesday, April 11, 2007</b>	OWBA/YWCA Women's Leadership Series: Part IV (Columbus)	Part IV: Conclusion of series with Women of Achievement Luncheon. Cost is \$125. Details, location to be announced. Visit <a href="http://owba.org">http://owba.org</a> for updates!
<b>Winter/Spring 2007</b>	OWBA/CCBA/Akron Bar Association CLE's on various topics. Each CLE will include Networking Opportunities for attendees.	More details to follow. Visit our website for updates!

# A Lawyer's Plan for Leadership

A 5-part Series  
Fall 2006 – Spring 2007

Hosted by:  
Cleveland Bar Association, Women in Law Section  
Ohio Women's Bar Association  
YWCA Greater Cleveland



## Negotiating your Leadership Future

Friday, November 17

Do you negotiate for yourself with the same passion and energy that you exhibit when you negotiate for others? Many suggest that women don't get what they want simply because they do not ask for it. Rather than wait for career advancement or a reduced work schedule to happen *to* you, learn how to make it happen *for* you.

Join this luncheon to learn how to ask for what you want – a raise, a promotion, flex-time or a severance package – in a way that meets your needs and the needs of your employer.

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- **Inajo Davis Chappell** Partner, Ulmer & Berne LLP
- **Martha Sullivan** Partner, Squire, Sanders & Dempsey L.L.P.
- **Additional speaker tba**



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# A Lawyer's Plan for Leadership

A 5-part Series

Fall 2006 – Spring 2007

UPCOMING PROGRAMS

## A View From the Top: Leadership Succession Planning for Lawyers Friday, January 26

Many people strive for the top seat in an organization, but few people get there. So, how do you position yourself for the top job? What leadership traits can set you apart from the rest?

Join us for this session on "everything you always wanted to know but were afraid to ask," including what it is like to view your organization from the top down and what existing leaders are looking for in the next generation of talent.

## How Powerful Women Get Their Way Friday, March 2

Influencing others to follow your ideas is one of the hardest jobs for a leader. You have to get invited to the right meetings. You have to figure out how to get invited to the table and how to make opportunities to offer advice and input. You have to fight your way through the cluttered dialogue to make sure your ideas are considered. And then you often have to work hard to make sure you get the credit for the ideas you submitted.

Join this luncheon to learn secrets from other women about how they made their voices heard. Learn some simple techniques, such as "reverse stripping" and "lining up your ducks," that can make it easier for you to be an influencer, and not just a passive participant. •

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## OWBA's Presidents Provide Insights

As we continue to look back on OWBA's 15 years of existence, we asked the past presidents for comments on what they appreciate most about being an attorney and what they believe women attorneys bring to the practice of law. Here are some insights received, with more to follow in our upcoming issue:

What I appreciate about being an attorney is the ability to make a positive impact on the life and well being of individuals and businesses. We have the opportunity on a daily basis to influence our clients and make a difference in the matters that we are privileged to work on with them. Women attorneys in particular bring a unique perspective to the practice of law. I believe that women lawyers generally embrace a more holistic approach to identifying and solving problems, and their creativity allows them to find unique solutions to conducting business and resolving disputes.

— **Laura A. Hauser**  
**Thompson Hine LLP**  
**President 1996-1997**

I have always been most proud of being able to help people with their problems. There is no greater feeling for me than knowing that something I did made a situation better for someone. Being an attorney has helped me with a number of different skills that I have used in my professional and personal life. I think women bring a more intuitive perspective to the profession. While I believe women can be very effective in handling the adversarial process, I think we tend to be more skillful in bringing creative solutions to problem solving and consensus building. While we have made some very positive strides in dealing with fairness issues for women in the workplace (like equal pay, alternative work schedules, and tracks), I think we still have a way to go, but am hopeful that we can continue to make progress in these areas and reverse the trend of women exiting the profession.

— **Maria A. Kortan-Sampson**  
**Goodrich Corporation**  
**President 1998-1999**

What I value the most about being an attorney is the ability to help solve client's problems. The justice system can be overwhelming to non-lawyers and I appreciate the fact that I can help guide clients toward a resolution. Women in particular often approach problems differently and don't lose sight of the "big picture". This "big picture" mentality often leads to creative results. I am honored to work with so many talented and creative attorneys in Ohio.

— **Michelle J. Sheehan**  
**Reminger & Reminger Co. L.P.A.**  
**President 2003-2004**

As an attorney, I enjoy the opportunities to solve challenging problems, assisting clients in need, and setting an example for my children who know that Mommy works because she enjoys what she does. Women attorneys benefit the practice of law because they are expert multi-taskers, know the importance of keeping one step ahead of everyone else, and always have a Plan B (and C and D).

— **Monique B. Lampke**  
**Porter, Wright, Morris & Arthur LLP**  
**President 2005-2006**



## OWBA's First Silent Auction/Shopping Night

In an effort to raise funds for OWBA's Law School Scholarship Fund, OWBA will hold a "silent auction/shopping night" statewide on Thursday, November 30, 2006! The locations in the works are Cleveland, Columbus, and possibly Toledo, Dayton and Cincinnati (see our website, <http://owba.org> for details to be posted). OWBA members are hard at work to solicit donations from local vendors, restaurants, spas, salons, etc. Attendees will pay for their own beverages and be treated to appetizers as they browse and "shop" for items available through a silent auction. This will also be a GREAT networking opportunity for those in attendance as they begin their holiday shopping! If you are able to help or make a donation to this cause, please contact Violet Imre ([violet@owba.org](mailto:violet@owba.org)) and let us know how you can help. Of course, donations are welcome. The scholarship fund is a worthy cause for the up and coming future women attorneys. •

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## JCRC's Judge4Yourself.com

Recently, a call was received to OWBA by a gentleman seeking to be a more informed voter. He read about the JCRC committee and their ratings on judges. He made the comment that he is voting by absentee ballot, but "...how am I supposed to know who to vote for? I'm not a lawyer!"

With more ads and media coverage being thrown at us, we have been bombarded by questions and inquiries about the JCRC committee, of which OWBA is a member. Some members have inquired about the fairness of the committee and their ratings, and we have been contacted by several non-members simply asking where they can find the ratings. In an effort to clarify the committee's work, we are providing some information about the coalition.

**Judge4yourself.com** is a service of the Judicial Candidates Rating Coalition (JCRC). JCRC is made up of the Cleveland Bar Association, the Cuyahoga County Bar Association, the Cuyahoga Criminal Defense Lawyers Association, the Norman S. Minor Bar Association, and the Ohio Women's Bar Association.

The coalition's goal is to educate the voters of Cuyahoga County about qualified judicial candidates and eliminate the judicial election "guessing game" at election time. Our candidate ratings for past elections have been welcomed by voters and the press.

Members of the five organizations that make up **JCRC** are a diverse group of men and women, including lawyers and non-lawyers, professionals and retirees, solo and small group practitioners, as well as those from large firms. They represent local companies and government employees. Some represent only individuals, while others usually work with businesses. The goal of each participant on this coalition is to evaluate the candidates so that highly qualified, fair and respectful judges are elected to our courts.

As far as the ratings process is concerned, each judicial candidate who chooses to participate in the JCRC process completes a lengthy questionnaire detailing his or her background and experience (which is available for viewing on the website), and appears for a confidential interview by members of the organizations that make up JCRC. These interviews are rigorous and unflinching. Candidates are asked tough questions and are expected to give candid answers in return. After each interview, the representatives of each member organization convene to discuss their impressions of the candidate, and recommended ratings are developed and separately approved by each organization, using its own procedures.

For OWBA, once the final recommended ratings are compiled for each judicial candidate, they are sent to OWBA's Executive Committee for review/discussion. Once the Executive Committee approves the ratings, they are sent to OWBA's membership via e-mail for comments. If no objections are received, the ratings are approved "as is" and sent to the Coalition for publication. If any comments or objections are received, the Executive Committee makes a final decision as to recommended changes.

To learn more, and read some FAQ's about this committee, please visit [www.judge4yourself.com](http://www.judge4yourself.com). •

# Ten Reasons Women Make Great Trial Lawyers

By Jan Nielsen Little  
Keker & Van Nest LLP

Your case is going to trial, and your future depends on its outcome. The other side is represented by guys in gray pinstripes. Your side's champion is a top woman trial lawyer. How do you feel about that?

Despite *The Da Vinci Code's* awakening us to the power of the Sacred Feminine, we are still conditioned to associate strength and power with men, and we want our trial team to be strong, powerful warriors. But isn't it time to consider how certain stereotypically "womanly" traits are precisely the traits we value in good trial lawyers?

Women's long struggle for equality has hampered women's (and men's) willingness to acknowledge, appreciate and capitalize on what we know is true: women and men are different. Women trial lawyers are different too, in how they relate to judges, juries, and opposing counsel, how they see and use evidence, and how they define and chart a path to success.

Here are ten reasons why women are special, and why our "womanly" traits make us great trial lawyers:

## 1. Women are strong.

It takes strength -- physical, mental, and emotional -- to be a good trial lawyer. And despite conventional imagery of men as the stronger sex, women are really strong. Ask your mother.

Women are physically strong, living an average of 5 years longer than men, partly due to men's violence or bad habits, but also partly due to the genetic advantages of those extra X chromosomes. Women have chemicals on their side too: while men get testosterone, women have estrogen and produce oxytocin, which calms and centers them. (More on that later.) Yes, women are emotional. But who can deny the importance of strong emotions fueling great trial lawyers? Also, it is said that "women bend, men break." Women's flexibility is resilient strength, crucial to weathering the storms of trial.

## 2. Women are effective authority figures.

Of course men are the traditional authority figures: priests, generals, capitalists. But these are "Do what I tell you" authority figures, dangerous in a jury trial because that is the role the judge has (and wants). Women use their authority to say, "Here is what to do because it is the right thing to do, and best for you." Think Mom and teachers. And this type of authority -- showing the way rather than pushing or pulling -- can be instrumental in connecting with jurors who want to make a responsible and right decision.

## 3. Women are resourceful.

I loved last year's story of Ashley Smith, the Georgia woman taken hostage by an escaped killer, who freed herself and convinced her captor to surrender by reading to him and making him pancakes. Pancakes! What man would have cooked the guy pancakes? (She also apparently gave him crystal meth, but we won't let that interfere with a good story.)

Women often have, or may be more willing to employ, a wider range of tools in dealing with unexpected situations. Whether it's cooking pancakes for killers, using an earring to push the Blackberry reset button (yes, it works), or using a weird exception to the hearsay rule to get evidence in, women in difficult jams will often find an unorthodox solution. (Every woman trial lawyer reading this just thought of something weird she once did once in court, that worked.)

## 4. Women read people.

Cambridge psychologist Simon Baron-Cohen's fascinating 2003 book, *The Essential Difference*, posits the existence of numerous provable --if politically incorrect-- gender differences. Among his research-based conclusions is that females read faces better than males. In one study girl babies preferred looking at faces while boy babies preferred cars. And women performed better than men at a test requiring identification of people's emotions by looking only at their eyes.

(Try it: <http://questionwriter.com/samples/eyesquiz/>)

The ability to read people's faces is obviously valuable to trial lawyers. As word-driven as our profession is, much of what happens in court is non-verbal. Witnesses emote or lie, judges approve or doubt, jurors believe or are bored, all in silence but revealed in faces. A lawyer aware and attuned to this other language is advantaged.

**5. Women empathize.**

Baron-Cohen also generalizes that men are “systemizers,” and women are “empathizers.” He posits a continuum of these tendencies and proves scientifically what is obvious -- women are more willing to don another’s emotional shoes and walk a mile in them. Two if you need it.

Do we want our trial warriors to be touchy-feely empathizers? We should. To imagine and even vicariously feel what a client is going through, or a witness, or a juror, while evidence is being presented, enhances the ability to deal effectively with that evidence.

**6. Women “tend and befriend”.**

A 2000 UCLA study concluded that when facing stress, men have a “fight or flight” reaction, while women “tend and befriend.” Evolution may have charged cave-women with protecting children while the cave-men fought enemies. Or the explanation may be chemical: women under stress (or giving birth or lactating) produce and more efficiently process higher levels of oxytocin, which promotes relaxation, lowers blood pressure, and triggers an “affiliation” response. Testosterone, by contrast, enhances the effectiveness of stress-related hormones (adrenaline, cortisol and epinephrine), which increase blood pressure and aggression.

Given this chemistry, can women be tough and aggressive in court? Sure, women’s adrenal glands work too. But women trial lawyers may find additional advantage in their reserves of calm in times of stress, and may profit from their willingness to seek the assistance and perspective of others to provide guidance through difficult challenges. The “tend and befriend” trait also makes women effective “peaceweavers,” who can simultaneously satisfy the competing demands of different constituencies, a potentially critical skill when simultaneously managing the needs of client, judge, jury and counsel.

**7. Women prefer collaboration to coercion.**

In their 2003 book *Women Don’t Ask*, Linda Babcock and Sara Laschever observe that women’s focus on cooperation and relationship-building can advantage them in negotiations. An example given is two male chefs fighting over the last lemon, while two women chefs talk about it and discover one needs only the juice and the other only the rind.

Most trials are binary, of course: either you win or you don’t. So collaborative skills may seem less important. But the most effective trial lawyers are those who collaborate with the jury, and guide jurors to adopt the advocate’s position as they puzzle through the problem together. Like any conversation, communication with jurors is a sort of negotiation, and a collaborative style can ally the advocate with the jurors, making jurors want to maximize benefits to the “team”.

**8. Women comprise half the audience.**

Long gone are the days of all male judges, lawyers, and juries. Half of today’s law school graduates are women, 40% of practicing lawyers are women, 23% of federal judges and 28% of state judges are women, and 51% of the population -- potential jurors -- are women. Still, with stunning frequency, especially in federal court, counsel tables are overwhelmingly male. At a high-profile trial this year, I counted 16 lawyers milling around the defense table, two of whom were women, neither with a speaking role. Yet the power in that courtroom was yielded by a jury of eight women and four men.

Do women jurors and judges prefer women lawyers? No, it’s not that simple. But looking across a courtroom at a legal team of monochromatic males is at least boring and perhaps offensive to many women, and men, whether they are jurors, judge or counsel. I am not suggesting tokenism, which just makes the obvious worse. But a trial team with at least one talented woman in an important role has an advantage, especially when addressing an audience that will include a significant number of women.

**9. Women worry.**

I’ve always been struck by how we use these two verbs: “to father” a child, meaning to conceive it, and “to mother” a child, meaning to nurture and protect it. Of course there are many nurturing, caring fathers. But the undeniably greater involvement of a woman in childbirth brings with it a built-in responsibility, and a greater built-in capacity for worry.

For trial lawyers, capacity for worry is a good thing. More trials are lost than are won. And worrying about losing, or making a mistake, or even looking foolish, is a powerful performance-enhancer. Worriers also mind the details, which can be critical to a trial lawyer’s success. Don’t you want your lawyer worrying about your case? And, when the worrying is for a client, jurors sense that the client is someone worth caring about. A

**Ten Reasons (Continues on Next Page)**

lawyer's look of concern or comforting touch of a client, if sincere, conveys more to a jury than the fanciest Powerpoint presentation.

**10. Women don't get caught up in the game.**

In a recent Stanford study men and women given arithmetic problems could choose to be paid per-problem or compete for tournament winnings. The study showed no gender difference in performance success. However, men dramatically over-estimated their prowess, with 75% of the men believing they'd won their tournament versus 43% of the women, and men also greatly preferred the tournament mode -- 73% versus 35%. Even the highest-performing women were more likely than the poorest-performing men to chose piece-rate pay over a chance for tournament winnings. I have read of other similar studies where, given the option to quit or keep playing, women chose to end a competition after winning a certain amount, while the men continued playing.

If women don't like competition, how can they be effective courtroom gladiators? Because these studies reveal that for women, the results matter more than the game. Remember that the women, although not preferring the tournament, performed equally well in it. Getting too caught up in the game can be a real danger in a trial. The ability to focus on the substance of what is happening and pursuing the result, rather than fixating on winning an immediate skirmish, can be hugely important in the courtroom.

**CONCLUSION**

Women aren't better trial lawyers than men, and men aren't better than women. We're just different. It is time for those differences to be acknowledged, celebrated and encouraged, especially in young women lawyers learning their trade.

©Jan Nielsen Little, June 2006

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Jan Nielsen Little is a partner at San Francisco's Kecker & Van Nest, LLP. She represents individuals and companies in white collar criminal and agency enforcement matters and in complex business litigation. •



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## Do You Know the ABCs of Career Change?

Making a career change is one of the toughest job-search challenges. For clarification, “career change” means much more than “job change.” A career change means choosing a completely new profession or industry. A “job change” is simply changing employers within the same industry and profession.

Why do people change careers? The two main reasons are:

- \* The industry or occupation becomes obsolete (or is outsourced overseas)
- \* Job dissatisfaction (If you dread going to work on Monday morning, you’re probably in this category.)

What makes a career change so difficult? After all, most job seekers attempting a career change know exactly why they would do well in a new profession or industry. The problem comes down to communication. Most job seekers have difficulty communicating in their resume their ability to excel in a new career. Resumes, by definition, focus on career experience (history), but career changers need employers to see their expertise (current skills) in order to be viewed as a viable candidate.

If you are attempting a career change, it becomes easier when you understand the ABC’s of career change:

- A: Assess
- B: Bridge
- C: Communicate

### **Assess what you want changed.**

Before you can make a successful change, you must decide what needs changing. Is it the duties you perform? Your overbearing boss? Your current geographic location? The industry you work in? The size of company you work for? The level of responsibility you hold? Once you pinpoint your exact source of unhappiness, you’re on your way to making the correct choice for change.

### **Bridging the gap.**

Bridge the gap between what you’ve done and what you want to do. The key to selling yourself based on your expertise rather than your experience is transferable skills. Transferable skills work like bridges to help you cross over from one industry to another or one occupation to another. Transferable skills are those skills you now possess that qualify you as a viable candidate for your career change.

### **Communicate your ability to excel in your new profession or industry.**

Your resume is your front-line communication tool to prospective employers. No matter how well you interview, if your resume doesn’t sell you, there won’t be an opportunity to convince them in person. Use your accomplishments to prove the strength of your transferable skills, and you’ll get interviews faster and with more enthusiasm.

An experienced career coach can help you apply these ABCs to your current resume and your interview skills. Once you practice the ABCs of career change you’ll be on your way to changing your career and changing your life—for the better!

Deborah Walker, CCMC  
Career Coach ~ Resume Writer  
Find more job-search tips and resume samples at:  
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Email: [Deb@AlphaAdvantage.com](mailto:Deb@AlphaAdvantage.com)

### **Memorable Quotes!**

We continue to gather some notable quotes. Some are humorous, other insightful. If you come across a quote you enjoyed and would like to share, send it our way for possible publication in an upcoming issue!

Find out who you are and do it on purpose. – Dolly Parton

The road to success is always under construction. – Lily Tomlin

Every great dream begins with a dreamer. Always remember, you have within you the strength, the patience, and the passion to reach for the stars to change the world.  
– Harriet Tubman

A lot of people are afraid to say what they want. That's why they don't get what they want.  
– Madonna

Keep away from people who try to belittle your ambitions. Small people always do that, but the really great make you feel that you, too, can become great. – Mark Twain

When choosing between two evils, I always like to try the one I've never tried before.  
– Mae West

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