

**CHICAGO, IL**

**QUARLES & BRADY**

Quarles & Brady LLP  
 300 North LaSalle Street, Suite 4000, Chicago, IL 60654  
 Ph: (312) 715-5000, Fax: (312) 715-5155, www.careers.quarles.com  
 Hiring Attorney: Ms. Ellen Georgiadis  
 Address Inquiries To:  
**Ms. Marguerite E. Durston**  
**Administrator, Attorney Recruitment**  
 Quarles & Brady LLP  
 300 North LaSalle Street, Suite 4000  
 Chicago, IL 60654  
 312-715-5025 marguerite.durston@quarles.com

Total # offices: 7 Firm size range: 251-500  
 NALP member? Y Office size range: 51-100  
 Total atlys in this office:

PRIMARY PRACTICE AREAS:	# Ptrs/Mbrs	# Assoc. & Oth. Lawy.
Bankruptcy	3	1
Commercial Litigation	6	6
Corporate Services	11	6
Environmental	5	0
Health	1	2
Intellectual Property	2	3
Labor & Employment	8	6
Real Estate/Land Use	8	3
Trusts & Estates	3	1

**DEMOGRAPHIC INFORMATION - CURRENT YEAR 2011**

As of Feb. 1, 2011		Ptrs/Mbrs	Assoc.	All Oth. Lawy.	Summ Assoc.
Hispanic/Latino	Men	0	0	0	0
	Women	1	0	0	0
White	Men	28	10	0	0
	Women	14	11	0	0
Black/African American	Men	3	0	1	1
	Women	0	1	0	0
Nat. Hawaiian/ Other Pacific Is.	Men	0	0	0	0
	Women	0	0	0	0
Asian	Men	1	0	0	1
	Women	1	3	1	0
Amer. Indian/ Alaska Native	Men	0	0	0	0
	Women	0	0	0	0
2 or More Races	Men	0	0	0	0
	Women	0	0	0	0
TOTAL	Men	32	10	1	2
	Women	16	15	1	0
TOTAL NUMBER		48	25	2	2
Disabled	Men	0	0	0	0
	Women	0	0	0	0
Openly GLBT	Men	1	1	0	0
	Women	0	0	0	0

**COMPENSATION & EMPLOYMENT DATA:**

		2010	2011	2012
Laterals		7 (0)	10 (0)	TBD
Post-clerkship		0 (0)	0 (0)	0
Entry-level	130,000 /yr	3 (3)	2 (1)	0
LLMs (US)		0 (0)	0 (0)	TBD
LLMs (non-US)		0 (0)	0 (0)	TBD
Post-3Ls	N.A \$/wk	0 (0)	0 (0)	0
2Ls	2,500 \$/wk	3 (0)	0 (0)	TBD
1Ls	2,500 \$/wk	0	0	TBD

# 2010 summer 2Ls considered for associate offers: 0 # offers made: 0  
 Hire school term clerks? **CBC**  
 1Ls hired? **Y** When after 12/1 should 1Ls apply? **12/1**  
 Split summers allowed? **CBC** If yes, minimum weeks:  
 Comments:

Accept applications for 2012 summer program from:  
 Joint degree students graduating in 2014? **Y**  
 Evening students graduating in 2014? **Y**  
 Judicial clerks? **N** Students at non-US law schools? **N**  
 Hiring Criteria: **You must be smart (but not talk about it all the time), hardworking, motivated, have lots of interest, enthusiastic, and have no significant enemies. Celebrity status is a plus.**

**CLERKSHIP/CREDIT/SUPPLEMENTAL COMPENSATION:**  
 Judicial clerkship bonus? **N**  
 Comp./prog. credit for judicial clerkship? **Y**  
 Comp./prog. credit for other adv. degrees? **N**  
 Other compensation comments: **Q&B offers a \$2,500 signing bonus and a \$2,500 graduation bonus.**

**PARTNERSHIP DATA:** Two or more tiers? **Y**  
 Additional partnership prog. info: **Typically associates are considered for partner after their eighth year of practice. We will let you know the partnership criteria and your status along the way.**

**WORK/LIFE INFORMATION:**  
 Part-time allowed? **Y** Part-time avail. to entry-level? **N**  
 # p-t assoc. 0 (m) 4 (w) ptrs/mbrs. 0 (m) 1 (w) oth. lawy. 0 (m) 0 (w)  
 Elig. for alt. work sched. determined by: **The Legal Personnel Committee**  
 Paid non-medical parental leave? **Y**  
 Comments: **Women who give birth to a child may take twelve weeks paid leave. Fathers and either adoptive parent may take six weeks paid leave.**

**TRAINING AND PROFESSIONAL DEVELOPMENT:**  
 Coaching/mentoring program? **Y**  
 Evaluations: **Other** Upward reviews? **N**  
 Professional development staff? **Y** Billable hours credit for training time? **Y**  
 Rotation for jr. associates between departments/practice groups? **N**  
 Is rotation mandatory? **N**

**BENEFITS:** see www.nalpdirectory.com

(See www.nalpdirectory.com for historical comparisons.)

**DIVERSITY RECRUITMENT & RETENTION EFFORTS:**

Activities to increase the presence and retention of under-represented groups:

- Minority job fairs
- Bar sponsored programs
- Outreach to law student groups
- Firm diversity committee
- Directed mentoring efforts
- Rec. at schools w/large min. pop.

Comments: **Quarles & Brady is committed to an aggressive agenda designed to promote and achieve diversity and inclusion at all levels.**

**CAMPUS INTERVIEWS for past year (see full list online):**

# schools visited in 2010: 10 # job fairs/consortia attended in 2010: 2

**BILLABLE HOURS:** 2009 2010

Avg annual assoc. hrs worked:  
 Avg. annual assoc. billable hrs:  
 Is there a minimum billable hours expectation? **Y** If yes, number: **1800**  
 Hours policy details:

Is billable hour credit given for pro bono work? **Y**  
 Is there a maximum that will be credited? **N** If yes, what?  
 For bonus consideration, is a pro bono hour equivalent to a billable hour? **Y**  
**PRO BONO INFORMATION:**  Firm-wide  Office specific  
 % firm billable hours: **4.11**  avg. hrs. per attorney: **61**  
 Participation: **87** % assoc. **61** % ptrs/mbrs % other lawyers

**PUBLIC INTEREST FELLOWSHIPS** (see www.pslawnet.org for more information):  
 Sponsor split pub int. summer and/or post-graduate fellowship? **N**  
 Comments:

**NARRATIVE:** Quarles & Brady LLP has more than 430 attorneys practicing in seven offices across the country. In the 2010 American Lawyer Midlevel Associates Survey, Q&B ranked #92 out of 137 law firms and we ranked #1 in Milwaukee. 152 of our attorneys are listed in the 2010 edition of The Best Lawyers in America. Our firm has both of the essential ingredients to a wonderful law career: cutting edge work and wonderful people (check out our website on this point at www.careers.quarles.com). The Summer Associate program provides first-hand knowledge of the Firm's culture, clients, practice areas as well as our favorite coffee joints. Summer associates are given a variety of client projects and are also given the opportunity to observe our attorneys in action (i.e., depositions, hearings, client meetings, closings, etc.) We are committed to training and mentoring our summer associates and associates. Check out Q&B - we are as good as we sound!

**EMPLOYER INFO**  
 Employer Name: Quarles & Brady LLP  
 Address: 300 North LaSalle Street, Suite 4000  
 City: Chicago  
 State, Zip: Illinois, 60654  
 Country: United States  
 Phone: (312) 715-5000  
 Fax: (312) 715-5155  
 Web: [www.careers.quarles.com](http://www.careers.quarles.com)

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Hiring Attorney: Ms. Ellen Georgiadis

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Recruiting Contact: Ms. Marguerite E. Durston  
 Title: Administrator, Attorney Recruitment  
 Employer Name: Quarles & Brady LLP  
 Address: 300 North LaSalle Street, Suite 4000  
 City: Chicago  
 State, Zip: Illinois, 60654  
 Country: United States  
 Phone: 312-715-5025  
 Fax: 312-715-5155  
 Email: [marguerite.durston@quarles.com](mailto:marguerite.durston@quarles.com)

**OFFICE/ORGANIZATION SIZE**  
 Multi Office Form: N  
 Multi Office Form Reporting For:  
 Specify:  
 # Offices On Form: 1  
 Total # Offices: 7  
 Employer Size Range: 251-500  
 Office Size Range: 51-100  
 Total Attorneys In This Office: 75

CURRENT DEMOGRAPHIC DATA						
As of Feb. 1, 2011			All OTHER LAWYERS			
	Ptrs/Mbrs	ASSOCIATES	Counsel	Staff Attorneys	Other Lawyers	SUMMER ASSOCIATES
Men:	32	10	1	0	0	2
Women:	16	15	0	1	0	0
<b>TOTALS:</b>	<b>48</b>	<b>25</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>
<b>Hispanic/Latino</b>	Men:	0	0	0	0	0
	Women:	1	0	0	0	0
<b>White</b>	Men:	28	10	0	0	0
	Women:	14	11	0	0	0
<b>Black/African American</b>	Men:	3	0	1	0	1
	Women:	0	1	0	0	0
<b>Native Hawaiian/Other Pacific Islander</b>	Men:	0	0	0	0	0
		0	0	0	0	0
<b>Asian</b>	Men:	1	0	0	0	1
	Women:	1	3	0	1	0

American Indian/ Alaska Native	Men:	0	0	0	0	0	0
	Women:	0	0	0	0	0	0
2 or More Races	Men:	0	0	0	0	0	0
	Women:	0	0	0	0	0	0
Disabled	Men:	0	0	0	0	0	0
	Women:	0	0	0	0	0	0
Openly GBLT	Men:	1	1	0	0	0	0
	Women:	0	0	0	0	0	0
Comments:							

OTHER OFFICES		
City	State	Lawyers
Madison	WI	33
Milwaukee	WI	183
Naples	FL	18
Phoenix	AZ	97
Tampa	FL	11
Tucson	AZ	16

PRIMARY PRACTICE AREAS		
Practice Areas	# Ptrs/Mbrs	# Assoc & Oth. Lawy.
Bankruptcy	3	1
Commercial Litigation	6	6
Corporate Services	11	6
Environmental	5	0
Health	1	2
Intellectual Property	2	3
Labor & Employment	8	6
Real Estate/Land Use	8	3
Trusts & Estates	3	1

COMPENSATION & EMPLOYMENT DATA							
LAWYERS	2011 COMPENSATION		BEGAN WORK IN				EXPECTED
			2009		2010		2011
Laterals			7	(0)	10	(0)	TBD
Post-Clerkship			0	(0)	0	(0)	0
Entry-level	130,000	\$/yr	3	(3)	2	(1)	0
LLMs (US)			0	(0)	0	(0)	TBD
LLMs (non-US)			0	(0)	0	(0)	TBD
SUMMER							
Post-3Ls	N.A	\$/wk	0	(0)	0	(0)	0
2Ls	2,500	\$/wk	3	(0)	0	(0)	TBD
1Ls	2,500	\$/wk	0		0		TBD

STUDENT EMPLOYMENT INFORMATION	
# 2010 Summer 2Ls considered for associate offers:	0
# offers made:	0
Hire school term clerks?	CBC
1Ls hired?	Y

When after 12/1 should 1Ls apply? 12/1  
 Split summers allowed? CBC  
 If yes, minimum weeks:  
 Comments:  
**Accept applications for the 2012 Summer Program from:**  
 Joint degree students graduating in 2014 or later? Y  
 Evening students graduating in 2014? Y  
 Judicial Clerks? N  
 Students at non-US law schools? N

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Do you hire domestic LL.M.s? Y  
 In what practice areas:  
 Tax, Health  
 Do you hire foreign LL.M.s? N  
 In what practice areas:  
 When should LL.M.s submit applications?  
 Upon Posted Request  
 Preferred application materials:  
 Cover Letter, Resume, Two Writing Samples

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Hiring Criteria:  
 Able to leap tall buildings in a... no wait, that is for our superhero opening. For lawyers, you must be smart (but not talk about it all the time), hardworking, energetic, motivated (that is not a code word for "cut-throat"), have lots of interests, enthusiastic, and have no significant enemies. Celebrity status a plus unless you are the loser in the Who-Wore-It-Best feature of a tabloid magazine.

ATTORNEY HOURS		
Average annual associate hours worked:	(2009)	(2010)
Average annual associate billable hours:	(2009)	(2010)
Is there a minimum billable hour expectation?	Y	
If "Yes", number:	1800	
Hours policy details:		
Is billable hour credit given for pro bono work?	Y	
Is there a maximum that will be credited?	N	
If yes, what?		
For bonus consideration, is a pro bono hour equivalent to a billable hour?	Y	

**CLERKSHIP/CREDIT/SUPPLEMENTAL COMPENSATION**  
 Judicial Clerkship Bonus: N  
 Compensation/progression credit for judicial clerkship? Y  
 Compensation/progression credit for other advanced degrees? N  
 Other Compensation:  
 Q&B offers a \$2,500 signing bonus and a \$2,500 graduation bonus.

**BENEFITS**  
 Benefits:  
 401(k)/IRA/Other Retirement Plan  
 529 College Savings Plan  
 Bar Association Fees  
 Business Casual Dress Code  
 CLE  
 Dental Insurance  
 Domestic Partner Benefits  
 Employee Assistance Program  
 Family/Dependent Care Leave  
 Flexible Spending Account/pre-tax Option

Health Club Membership  
 Life/AD&D  
 Long-term Care Insurance  
 Long-term Disability Insurance  
 Medical Insurance  
 Parental Leave  
 Relocation Expenses  
 Technology (Laptop, PDA, etc.)  
 Vacation Leave  
 Vision Insurance

**Benefit Package Comments:**

Quarles & Brady offers several choices for health insurance with coverage starting on the first day of employment, as well as group dental, orthodontic and vision insurance. Employee premiums, eligible childcare expenses and out-of-pocket medical expenses, may be paid on a pretax basis under the Section 125 Flex plan.  
 Domestic Partner benefits; both same sex and opposite sex.  
 Three weeks of vacation with no waiting period. Health club reimbursement equal to 50% of dues up to \$200 plus an additional Healthy Living reimbursement for another \$100. Employee Assistance Program which includes work-life assistance, including childcare and eldercare referral services. Back-up Child/Elder Care program for when regular care falls through. Attorneys are eligible to contribute to a 401k account (Pre-tax or Roth) immediately upon hire. All contributions are invested with Vanguard Fiduciary Trust Company. Investments are typically self-directed by the employee among 15 mutual fund choices, however account management is available for a fee. Investing education is offered at least annually.  
 In addition to 12 weeks paid personal medical leave for new mothers, the firm also provides new fathers with six weeks of paid parental leave. Maternity and parental leave may be extended with unpaid leave. Flexible hour schedules available.  
 For disabling conditions, twelve weeks of personal medical leave with full pay is provided, followed by long term disability insurance paid for by Q&B. Additional supplemental disability insurance is also available. Term life insurance equal to 2 times your salary is paid for by the firm. Attorneys may also purchase additional term insurance for themselves, their spouse/partners or their dependent children at competitive group rates. Discounts on long term care insurance are also available.

**WORK/LIFE INFORMATION**

Part-time allowed?	Y
Part-time available to entry-level?	N
# of part-time associates:	0 (m) 4 (w)
# of part-time partners/members:	0 (m) 1 (w)
# of part-time other lawyers:	0 (m) 0 (w)
Do you have a written part-time policy for associates?	Y
Do you have a written part-time policy for partners?	N
What is the impact of working part-time as an associate, if any, on an associate's progression toward partner?	Maintaining a flexible work schedule may extend an Associate's consideration for partnership.
Can an associate be promoted to partner while s/he is working on a part-time schedule?	Y
Can a partner work on a part-time schedule?	Y
Eligibility for alternative work schedules determined by:	The Legal Personnel Committee
Paid non-medical parental leave?	Y
Comments:	
Women who give birth to a child may take twelve weeks paid leave. Fathers and either adoptive parent may take six weeks paid leave.	

**TRAINING AND PROFESSIONAL DEVELOPMENT**

Coaching/mentoring program?	Y
Evaluations:	Other
Upward reviews:	N
Professional development staff:	Y
Billable hours credit for training time:	Y
Rotation for junior associates between departments/practice groups?	N
Is rotation mandatory?	N
Comments:	
Junior Level Associates are evaluated semi-annually, Mid and Senior Level Associates are evaluated annually.	

**PARTNERSHIP DATA**

Does the firm have two or more tiers of partner?	Y
If no, how many years is the partnership track?	
If yes, how many years is the non-equity track?	
How many years is the equity track?	

**Additional partnership progression information:**

The partnership track is eight years in most cases, which translates into 2,920 days or 70,080 hours or 4,204,800 minutes (note: please do not check our math). During those eight years, you will need to meet our partnership criteria, which are: excellent culinary skills, bringing expensive gifts to all partners on their birthdays, singing all of the songs from whatever Broadway musicals are hot, and achieving world peace. Oh, wait, those were last year's partnership criteria. The good news is that you will always know the actual criteria (described on our website) and how you are doing because we drown you in unsolicited feedback.

**DIVERSITY RECRUITMENT & RETENTION EFFORTS**

Activities to increase the presence and retention of under-represented groups:

Minority job fairs:	<input checked="" type="checkbox"/>	Bar sponsored Programs:	<input checked="" type="checkbox"/>
Outreach to law student groups:	<input checked="" type="checkbox"/>	Firm Diversity Committee:	<input checked="" type="checkbox"/>
Directed Mentoring Efforts:	<input checked="" type="checkbox"/>	Rec. at schools w/ large min. pop.:	<input checked="" type="checkbox"/>

Comments:

Quarles & Brady is committed to an aggressive agenda designed to promote and achieve diversity and inclusion at all levels. The firm has a Director of Diversity and Diversity Committee dedicated to ensuring that diversity is a part of the infrastructure of our organization. In the Vault Guide to the Top 100 Law Firms, 2011 edition, Quarles & Brady ranked #17 in Diversity for Minorities and #16 in Diversity for Women. To learn more about our diversity efforts, check out our website at [www.quarles.com/Diversity](http://www.quarles.com/Diversity).

**CAMPUS INTERVIEWS**

Selected Campuses: Arizona State University College of Law  
 Harvard Law School  
 Howard University School of Law  
 Marquette University Law School  
 Northwestern University School of Law  
 University of Arizona College of Law  
 University of Florida Levin College of Law  
 University of Iowa College of Law  
 University of Michigan Law School  
 University of Wisconsin Law School

Job Fair/Corsortia Attended: Cook County Job Fair  
 Loyola Patent Law Job Fair

**CAMPUS INTERVIEWS FOR PRIOR YEAR**

# of Schools Visited in 2010:	10
# of Job Fairs / Corsortia Attended in 2010:	2

**PRO BONO INFORMATION**

Pro Bono Contact Information

Pro Bono Contact: Michael J. Gonring  
 Title: National Pro Bono Coordinator  
 Phone: 414-277-5359  
 Fax: 414-978-8959  
 Email: michael.gonring@quarles.com

The information indicated here is:

Firm-wide:  Office Specific:

%Firm Billable Hours last year: 4.11

Average Hours per Attorney Last Year:

110 Associates  
 25 Partners/Members  
 Other Lawyers

Participation last year:

87% Associates  
 61% Partners/Members  
 % Other Lawyers

What percentage of attorneys performed more than 20 hours?	46
What was the number of actual pro bono hours contributed by the organization in the prior calendar year?	25139
Does the organization maintain a formal pro bono policy that sets forth the organization's commitment to pro bono?	Yes
How does the organization define what constitutes pro bono legal work? Legal services provided to indigent persons or organizations whose clientele is largely made up of indigent persons are eligible for hour-for-hour credit; legal services provided to charitable, community, religious, civic, governmental or educational organizations if the payment of legal fees would significantly burden the resources of the organization, is credited up to 50 hours per year.	
Does the organization set annual goals regarding the minimum number of pro bono hours to be contributed by the organization?	No
If yes, what is that annual goal?	
Does the organization set individual attorney goals regarding the minimum number of pro bono hours to be contributed?	No
If yes, what is that annual goal?	
Is an attorney's commitment to pro bono activity considered a favorable factor in advancement and compensation decisions?	Yes
If yes, to what extent? Pro bono hours are counted as base hours for associates and credited toward minimum hours requirements and counted as part of total compensation hours for partners. Pro bono commitment and performance on pro bono matters are part of the associate evaluation program.	
Are full-time support services (word processing, online research Lexis/Westlaw, out of pocket costs) available for pro bono representation?	Yes
If so, are there any limitations? No.	
Are associates provided written evaluations of their work on pro bono matters?	No
Does the organization employ one or more of the following structures to manage its pro bono program and to provide training and guidance to participating attorneys?	
<input type="checkbox"/> Full-time attorney in a dedicated pro bono coordination/oversight role <input checked="" type="checkbox"/> An attorney who coordinates pro bono projects as an ancillary duty to other work <input type="checkbox"/> Pro Bono Committee <input type="checkbox"/> Non-attorney administrator <input type="checkbox"/> Other:	
How is pro bono work assigned/distributed? Matters that come in through outside sources are offered to all attorneys generally, or to specific practice group attorneys depending on the subject matter. Attorneys also may bring proposed matters to the coordinator for approval.	
If an attorney is permitted to bring a pro bono case for possible consideration by the firm, who makes decisions about whether the firm will handle the matter?	
<input checked="" type="checkbox"/> Pro Bono Coordinator <input type="checkbox"/> Pro Bono Committee <input type="checkbox"/> Department Chair <input type="checkbox"/> Other: <input type="checkbox"/> N/A	
Does the organization provide any of the following to enable its attorneys to participate in pro bono activities or work in a public interest setting? (Check all that apply)	
<input checked="" type="checkbox"/> Externships <input type="checkbox"/> Sabbaticals <input type="checkbox"/> Fellowships <input checked="" type="checkbox"/> Part-time pro bono programs <input type="checkbox"/> Other	
If so, please describe:	
Are pro bono opportunities available for summer associates?	Yes

Additional comments (Please use this space to provide any additional information about your organization's pro bono program including any special recognition or awards the organization has received for its pro bono work.):

14 firm attorneys received pro bono awards in 2010 and two of the firm's offices were honored with office-wide awards. A total of 285 new pro bono files were opened in 2010. 67% of the total pro bono hours in 2010 were recorded by non-litigators.

What are some of the areas in which your firm has performed pro bono work in the past year?

Domestic abuse injunction proceedings; family law; landlord-tenant; consumer/bankruptcy; guardianships; real estate; foreclosure defense; child advocacy; criminal appellate; capital punishment; asylum/immigration; tax; public benefits; transactional, including tax-exempt; clinic-based limited advice.

#### PUBLIC INTEREST FELLOWSHIPS

Do you sponsor split public interest summer and/or post-graduate fellowships? N

Public Interest Fellowship Comments:

#### NON - DISCRIMINATION POLICY

Non-Discrimination:

Quarles & Brady LLP has a long-standing policy of fair and equal employment opportunity for every person regardless of age, race, color, creed, religion, disability, marital status, sex, sexual orientation, gender identity/expression, national origin, ancestry, citizenship or other legally protected status. Quarles & Brady recruits, hires, and promotes individuals without regard to these characteristics. The Firm seeks to provide a work environment that is free from discrimination, intimidation and harassment based on any of these characteristics, and the Firm does not discriminate in working conditions, physical facilities, or any other terms, conditions or privileges of employment, including transfer, compensation, training, staffing, promotion, demotion, or separation, based on any of these characteristics.

#### NARRATIVE

Quarles & Brady LLP (Q&B to our friends) has more than 430 attorneys practicing in seven offices across the country. In the 2010 American Lawyer Midlevel Associates Survey, Q&B ranked #92 out of 137 law firms and we ranked # 1 in Milwaukee. 152 of our attorneys are listed in the 2010 edition of The Best Lawyers in America and another 107 of our attorneys are extremely funny people although there is little overlap between those two groups because smart people are often humorless. Our firm has both of the essential ingredients to a wonderful law career: cutting edge work and wonderful people (check out our website on this point at [www.careers.quarles.com](http://www.careers.quarles.com)). Working here is challenging but it is also a boatload of fun. The Summer Associate program provides first-hand knowledge of the Firm's culture, clients, practice areas as well as our favorite coffee joints. Summer associates are given a variety of client projects and are also given the opportunity to observe our attorneys in action (i.e., depositions, hearings, client meetings, closings, etc.) We are committed to training and mentoring our summer associates and associates, and feeding them very well. Check out Q&B - we are as good as we sound!