

**Guide to Employment Search Resources in the
Washington, D.C. Area**

In addition to the District of Columbia, the Washington, D.C. metropolitan area includes:

Arlington, Virginia
Alexandria, Virginia
Bethesda, Maryland
Bowie, Maryland
Centreville, Virginia
Chantilly, Virginia
College Park, Maryland
Fairfax, Virginia
Falls Church, Virginia
Frederick, Maryland
Fredericksburg, Virginia
Gaithersburg, Maryland
Germantown, Maryland
Herndon, Virginia

Laurel, Maryland
Leesburg, Virginia
Manassas, Virginia
Reston, Virginia
Rockville, Maryland
Silver Spring, Maryland
Springfield, Virginia
Suitland, Maryland
Takoma Park, Maryland
Tysons Corner, Virginia
Vienna, Virginia
Waldorf, Maryland
Winchester, Virginia

The Washington, D.C. area has numerous exciting opportunities for law students and graduates, and many University of Richmond School of Law alums love to call this vibrant city home. You always may have wanted to live in the D.C. area, or you might just be entertaining the idea of expanding your search there. Either way, the Guide below will provide information on the city and many employment search resources.

Often times, available opportunities vary significantly by geographic area, and adding a city or two to your search can really broaden your reach. If you are not already familiar with the D.C. area, use these resources and the Richmond Law alumni network to learn more about D.C. and its potential opportunities, and think about taking a day or overnight trip to see whether the area is a good fit for you.

BAR ADMISSIONS AND ASSOCIATIONS:

If you are thinking of relocating after law school, it is important to figure out which bar exam to take, and familiarize yourself with the requirements for that jurisdiction. To find information about the requirements for the bar and other information regarding the bar exam, look at either:

[District of Columbia Court of Appeals](#)
[Virginia Board of Bar Examiners](#)
[Maryland State Board of Law Examiners](#)

It is also helpful to know that in D.C., attorneys are often [admitted by motion](#) (instead of exam), which requires admission to another jurisdiction and certain minimum scores on the MBE and the MPRE, among other things. Do not forget to consult the bar for your jurisdiction after you

pass the exam or are admitted to practice to be sure you maintain their requirements for membership.

GENERAL EMPLOYMENT RESOURCES:

Assuming you are open to moving to the D.C. area, it is time to get started with your employment search there. In the legal field, one of the top places to search for job opportunities is the local legal newspaper. Firms of all sizes advertise openings in these newspapers. In Northern Virginia, the three main legal newspapers are: the [Legal Times](#), the [Northern Virginia Legal News](#) and the [Virginia Lawyer's Weekly](#). Local newspapers, such as [The Washington Post](#) and [The Washington Times](#) are also valuable resources.

Also, lawyers and law firms frequently advertise openings on the websites of the local bar association. Check out the websites of these local bar organizations to find current postings:

[Alexandria Bar Association](#),
[Arlington Bar Association](#)
[Bar Association of the District of Columbia](#)
[Fairfax Bar Association](#)
[Hispanic National Bar Association](#)
[National Asian Pacific American Bar Association](#)
[National Bar Association](#)

Another great source for job leads is alumni connections. The University of Richmond has a strong program of "Spiders hiring Spiders." Both the undergraduate and the law school have robust alumni organizations. Look into the [Law School Alumni Association](#) or the [Richmond Law Magazine](#) for programs and other networking opportunities.

Richmond Law has reciprocal agreements with law schools located in Northern Virginia and D.C. that may allow students and graduates to gain access to some career resources at a local school. If you are interested in utilizing career resources elsewhere, use the websites for these law schools to learn more about their reciprocity policies. Then contact Dawn Siedlecki in the Career Development Office (CDO) so that she may request reciprocity on your behalf.

[American University](#)
[Catholic University of America](#)
[George Mason University](#)
[George Washington University](#)
[Georgetown University](#)
[Howard University](#)
[University of the District of Columbia](#)
[University of Maryland](#)

PRIVATE PRACTICE EMPLOYMENT:

In addition to applying for open positions, also consider contacting potential employers directly. There are several options available: [Global Legal Resources](#), [Martindale-Hubbell](#), the [NALP Directory of Legal Employers](#) or [Virginia Law Firms](#). All of these directories give contact information as well as general information about specific law firms. Once you identify a particular practice area, you also can review representative lists of clients.

Also, visit the websites of law firms themselves. Many firm websites allow users to search their attorneys by law school, so you can find University of Richmond Law School alumni who practice in a particular firm. Do not forget to check individual firm websites for job postings as well.

GOVERNMENT EMPLOYMENT:

Federal or state government work may also be a great option, especially in this area of the country. In fact, the single largest employer in the Northern Virginia area is the U.S. Government. The [U.S. Government's](#) website includes a comprehensive listing of positions, both legal and non-legal. The advanced search option allows users to search for any job for which a law degree would be desirable.

There are also numerous federal agencies with offices in the D.C. area. A full listing of all federal agencies can be found [here](#). Most (if not all) of these agencies have offices in D.C. If working for a particular agency sounds interesting, visit that agency's specific page for more information about current job postings.

Employment with state governments is also an option. Information about working for the Commonwealth of Virginia can be found on [Virginia's employment website](#). You can search job postings for the Commonwealth of Virginia (and narrow the search to the Northern Virginia area) on the Commonwealth's [job posting page](#). Information about working for the state of Maryland can be found on the [Maryland State Employee homepage](#). Finally, the [District of Columbia](#) lists various job postings on their website as well.

The [Government Honors and Internship Handbook](#), published annually, is also a good starting point for researching government employment. Please contact the CDO to obtain the login and password for the Handbook.

CORPORATE EMPLOYMENT:

If you are thinking about practicing in-house for a corporation, the D.C. area is also the home of many Fortune 500 Companies. Some of these companies include:

[AES Corporation](#)
[Allient Techsystems](#)
[Booz Allen Hamilton](#)
[Capital One](#)
[Computer Sciences](#)
[Freddie Mac](#)
[Gannett](#)
[General Dynamics](#)
[NII Holdings](#)
[Northrop Grumman](#)
[SAIC](#)

Visit the company websites directly to find out if they have any openings for legal positions, or other opportunities for which a law degree will provide an advantage.

The Directory of Corporate Counsel is also a good resource for corporate employment. The Directory has listings of in-house legal departments at a number of corporations and is available in the law school library.

A number of foreign corporations also have a strong presence in the Washington, D.C. area. For example, some of the major companies are:

[Airbus North America](#)
[BAE Systems](#)
[Dynamotive Energy Systems](#)
[EADS North America](#)
[Heckler & Koch](#)
[Lafarge North America](#)
[Mitsubishi Nuclear Energy Systems, Inc.](#)
[Rolls Royce North America](#)
[QinetiQ North America](#)
[Saab Group](#)
[Volkswagen Group of America](#)

If you are interested in working in-house for one of these companies, visit that organization's website to find out about current job postings.

A more comprehensive list of companies headquartered in Northern Virginia can be found [here](#).

NON-PROFIT EMPLOYMENT:

The Washington, D.C. region is also known as the headquarters of numerous non-profit organizations. The [Public Service Jobs Directory](#) is a good resource for public service and non-profit employment.

Using your VPN connection to the University network, you can search the [Encyclopedia of Associations](#). This source provides a broad overview of each organization's goals, the names of officers and directors, and contact information.

JUDICIAL CLERKSHIPS:

Another potential employment opportunity is a judicial clerkship. There are numerous federal and state courts in the D.C. area. Clerkship applications are usually due at the end of the summer before your third year of law school, or during the 3L fall semester. Contact [Valerie L'Herrou](#) in the CDO for more specific information about the clerkship application process.

At the federal level, Northern Virginia is home to:

- [U.S. District Court for the Eastern District of Virginia, Alexandria](#)
- [U.S. Bankruptcy Court for the Eastern District of Virginia, Alexandria](#)

At the state level, Northern Virginia is home to:

Circuit Courts:

- [Alexandria Circuit Court](#)
- [Arlington Circuit Court](#)

- [Fairfax Circuit Court](#)
- [Loudon County Circuit Court](#)

General District Courts:

- [Alexandria General District Court](#)
- [Arlington General District Court](#)
- [Fairfax City General District Court](#)
- [Fairfax County General District Court](#)
- [Loudon County Circuit Court](#)

Juvenile & Domestic Relations Courts:

- [Alexandria Juvenile and Domestic Relations District Court](#)
- [Arlington Juvenile and Domestic Relations District Court](#)
- [Fairfax County Juvenile and Domestic Relations District Court](#)
- [Loudon County Juvenile and Domestic Relations District Court](#)

At the federal level, the District of Columbia is home to:

- [District of Columbia Court of Appeals](#)
- [United States Bankruptcy Court for the District of Columbia](#)
- [United States District Court for the District of Columbia](#)
- [United States Court of Federal Claims](#)

At the "state" level, the District of Columbia is home to:

- [District of Columbia Court of Appeals](#)
- [District of Columbia Superior Court](#)

At the state level, Bethesda, Maryland is home to:

- [Montgomery County Circuit Court](#)
- [Frederick County Circuit Court](#)
- [Montgomery County District Court](#)

For more information on state court judicial clerkships, look at the [Guide to State Judicial Clerkships](#) (contact the CDO for login credentials) or the [United States Courts](#) website.

OTHER CONCERNS:

When investigating opportunities, it is important to consider how where you live might impact your budget. First, think about whether the salary offered will allow for your reasonable living expenses in the D.C. area by using a [Cost of Living Calculator](#). Second, check to make sure the salary offered is comparable to those offered for similar positions in the area, by using this website maintained by the American Bar Association on [Average Salaries](#). Your career advisor can also assist you in researching salaries using NALP's annual salary survey.

After accepting a position, you may need to think about real estate, transportation, school districts and healthcare in the area. This [Guide](#) put together by a senator has some great information on the different neighborhoods in the D.C. metro area, and some helpful links for potential summer housing. The local chamber of commerce is also an excellent starting point to find basic information and often includes a news feed about current events in the area. In the D.C. metro area, there are several Chambers of Commerce, including:

[Arlington Chamber of Commerce](#)
[District of Columbia Chamber of Commerce](#)
[Fairfax Chamber of Commerce](#)
[Greater Bethesda-Chevy Chase Chamber of Commerce](#)
[Northern Virginia Black Chamber of Commerce](#)

This handout is not an exhaustive list of resources, but a good starting point for your employment search in the D.C. area. For further information contact the [Career Development Office](#) or the [Law Library](#).