

LIST of the LEGAL RESOURCES in the *CAREER SERVICES RESOURCE LIBRARY*

ALTERNATIVE CAREERS' SECTION

600+ Things You Can Do With A Law Degree Other than Practice Law A list of alternative careers. Created by Federal Reports Inc.

Alternative Careers for Lawyers Written by Hillary Mantis. A book of suggestions on how and when to leave the field of law.

Beyond L.A. Law: Break the Traditional "Lawyer" Mold Inspiring Stories of People Who've Done Fascinating Things With a Law Degree. Compiled by Janet Smith.

***Encyclopedia of Associations, 1993**. (3 volumes). By Deborah M. Burek, Editor, 27th Edition.

Jobs and Careers with Non-Profit Organizations A resource which identifies employment opportunities with non-profit organizations. Copyright 1996.

Landing a Non-Traditional Legal Job. Suggestions for changing careers and 600+ things you can do with a law degree other than practice law.

Law Enforcement Careers A complete guide from application to employment.

Running From The Law: Why Good Lawyers Are Getting Out of the Legal Profession.

By Deborah Arron. Offers a unique and candid examination of the legal field today, and gives career tips and support options for alternative careers.

Running From The Law: Why Good Lawyers Are Getting Out of the Legal Profession.

By Deborah Arron. (3rd Edition)

Searching for an Alternative Career. A law student's guide to finding non-legal jobs. NALP Pamphlet.

Should You Marry a Lawyer? By Fiona H. Travis, Ph.D. A Couple's Guide to Balancing Work, Love & Ambition

The Lawyer's Career Change Handbook – More than 300 Things You Can Do With A Law Degree. By Hindi Greenberg. Information on how to assess what a new career choice for you should be and how to achieve satisfaction in the field of law.

What Can You Do With A Law Degree? (Third Edition and Fourth Edition) By Deborah Arron. How to build your own alternative career to match your skills and interests. Includes self-assessment exercises, an overview of alternative careers, and job search strategies and tools.

What Can You Do With A Law Degree? (Fifth Edition) By Deborah Arron. A Lawyer's Guide to Career Alternatives Inside, Outside & Around the Law

BAR INFORMATION

1999 Legal Times: Directory of Greater D.C. Law Offices

A Review of Legal Education in the U.S. 1993 ABA booklet containing profile information of all approved law schools.

American Bar Association Standards for Approval of Law Schools and Interpretations. Rules of Procedures.

Comprehensive Guide to Bar Admission Requirements, 1999. ABA charts answering questions about the administration, registration, and qualification for the bar exam in each state.

How To Pass the Patent Bar. Video

Just Solutions. An ABA report on how to improve the justice system.

Micromash Bar Review. Teaching people to pass the Bar Exam.

National Bar Exam Information. A BAR/BRI complete guide to the bar exam requirements for all 50 states, as well as the multi-state exam. 1997 Edition. **(Do Not Rely On Dates Listed.)**

North Carolina Bar Association A directory of lawyers who are members of the North Carolina Bar Association

North Carolina Bar Association 2000 Membership Directory

North Carolina State Bar Lawyer's Handbook 1998 edition. A handbook for lawyers admitted to the North Carolina Bar. Contains rules and regulations of the North Carolina State Bar.

Outreach Assistance Initiative/ An Action Manual for Loan Repayment Assistance. How to advocate and establish a law school loan repayment assistance program. American Bar Association.

Red Rope File. Files containing Bar information from all the states in the nation.

Patent Bar Notebook. Promotional materials from the Institute for Patent Studies for students preparing to be patent attorneys.

Patent Law Interview Program 1994-95.

Practising Law Institute's Patent Bar and Law School Resource Guide. Notebook, Video and Cassette.

PMBR Multistate Pre-Diagnostic Bar Exam.

The Bar Examiner, Volume 68, Number 3. August 1999. Options for Foreign-Trained Attorneys: FLC Licensing or Bar Admission.

Virginia State Bar. A profile of the International Practice section pamphlet.

CAREER SEARCHES

2002 Associate Salary Survey. Published by NALP. National summaries of associate compensation patterns as of April 1, 2002.

An Insider's Guide to Interviewing: Insights From the Employer's Perspective. Pamphlet published by NALP.

Best Resumes for Attorneys. 140 sample resumes and cover letters covering 48 different practice areas for entry level and experienced attorneys. How to handle screening and call-back interviews.

Choosing Small. Choosing Smart. Job Search Strategies for Lawyers in the Small Firm Market. Donna Gerson. NALP. 2001.

Code of Professionalism. Norfolk and Portsmouth Bar Association's guidelines for courtesy and ethics within the legal field.

Cover Letters that Knock 'Em Dead. Martin Yate, America's most respected career expert, shows you how to write the perfect cover letter.

Emily Post's Etiquette. Elizabeth L. Post. 15th Ed.

Essential Book of Interviewing. Arnold B. Kanter. Everything you Need to Know From Both Sides of the Table.

Executive Manners. Letitia Baldrige. America's Bestselling Guide to Business Manners – Revised and rewritten to answer all your questions about the changes in life at work today.

Finding a Job in Washington. Bruce Maxwell.

Finding a Job on the Internet. Uncover thousands of “hidden” jobs, research companies and contacts from your keyboard.

From Law Student to Lawyer. A career planning manual for law students, including resume writing, interview preparation, and career path selection.

Guerrilla Tactics. For getting the legal job of your dreams... regardless of your grades, your school, or your work experience.

Insider's Guide to Finding a Job in Washington. Contacts and strategies to build your career in public policy. Bruce Maxwell. 2000

International Job Finder. Where the Jobs are Worldwide. Daniel Lauber with Craig Rice. 2002.

It's Who You Know: Career Strategies for Making Effective Personal Contacts. By Cynthia Chin-Lee. Straight talk about networking.

Jobs & J.D.'s: Employment and Salaries of New Law Graduates Class of 2001. Published by National Association for Law Placement (NALP).

Jobs for Lawyers. By Mantis and Brady. Effective techniques for getting hired in today's legal marketplace.

Job Strategies for People With Disabilities. Enabling yourself for today's job market.

LA's the Place and LA's Still the Place. Reasons to be a lawyer in Los Angeles, as compiled by the Los Angeles Area Legal Recruitment Administrators.

Landing a Job – Tips for a Successful Job Search

Lawyers in Transition, Planning a Life in The Law. By Byers, Samuelson & Williamson.

Legal List An Internet Desk Reference. Written by Erik J. Heels

Life is a Contact Sport. By Ken Krogan. Ten great career strategies that work.

My First Year as a Lawyer. By Simenhoff. Real world stories from America's lawyers.

NALP Bulletin. Monthly newsletters from the National Association for Law Placement concerning legal issues, trends, and information.

Objection Overruled – Overcoming Obstacles in the Lawyer Job Search. By Kathy Morris as Presented by the American Bar Association Career Resource Center.

Presenting Your Credentials Effectively Suggestions for Lawyers Competing for Legal Positions. Suggestions for resumes and cover letters created by the National Career Counseling for Attorneys.

Proceed With Caution. By William R. Keates. A diary of the first year at one of America's largest, most prestigious law firms.

Resume Preparation Checklist Created by the National Career Counseling for Attorneys

Suggestions for Effective Legal Job Hunting Seven suggestions for effective legal job hunting.

Sure-Hire Cover Letters. By Bobbie Miller Kaplan. Presents 25 before-and-after cover letter “makerovers” representing a wide variety of occupations and job-search scenarios.

Tell Us About Your Job. Members of the Christian Legal Society describe their work in different legal fields.

The Complete Guide to Contract Lawyering. What every lawyer and law firm needs to know about temporary legal services.

The Directory of Websites for International Jobs. Ron and Caryl Krannich. 2002.

The Evaluation Interview. By Fear. A guide on interview and evaluation techniques and methods.

The First Five Minutes. Mary Mitchell. How to Make A Great First Impression in Any Business Situation.

The Internship Bible (2002). The Princeton Review.

The Job Hunting Handbook: Job Outlook to 2006. How to package, market and sell yourself.

The Lawyers Guide to Jobsurfing on the Internet. By William Barrett, President of Career Education Institutes.

The Law Firm Interview. A Guide for Law Students (2002). Examination of the Interview Process. By Katy Schubert.

The Legal Career Guide: From Law Student to Lawyer, 4th Ed. (2002). By Gary Munneke, ABA Law Practice Management Section.

The Perfect Legal Job Search By J. Murray Elwood.

Turning Points. New Paths and Second Careers for Lawyers (1994). By George H. Cain, Senior Lawyers Div. of ABA.

Using Internet Applications in the Career Services Office. More ways to use the internet on your job search.

Using the Internet in Your Job Search. An easy guide to on-line job seeking and career information.

Virginia Lawyer. 1996 professional guidelines for the Virginia lawyer.

What Color is Your Parachute? By Bolles. A practical manual for job-hunters and career changers.

What Law School Doesn't Teach You...but you really need to know, by Kimm Alayne Walton. A guideline to developing a successful career as an attorney.

White's Directory of Legal Recruiters. Listing of legal headhunters in each state.

Writing Contest Information. Student writing contests on diverse legal topics with prizes as high as one year's full tuition.

CORPORATE

1993 ACCA National Directory. Listings of corporate counsel.

1995-1996 National Directory. By American Corporate Counsel Association.

***1996 Hampton Roads Desk Top Reference.**

1997 National Directory of Women Corporate Counsel. An easy way to locate women corporate counsel from around the U.S.

Corporations and Non-Profit Organizations. Boxes of reference materials and corporate resumes.

Directory of Corporate Counsel, 1998-99. Describes the legal departments of 7000 corporations and nonprofit organizations. Organized by name and location.

Directory of Research Triangle Park. Information about 70 companies located in Research Triangle Park (Raleigh/Durham/Chapel Hill, N.C. areas).

Going In-House: A Guide for Law Students and Recent Graduates. By Donna Gerson, Esquire. Published by National Association for Law Placement.

Internships with America's Top Companies 2004. Career Education Institutes, Winston-Salem, NC.

The Job Seeker's Guide to 1000 Top Employers. Profiles of major employers, including vital information usually found only in business directories. Organized by name, industry, and location.

West's Corporate Guide to U.S. Law Firms. Descriptions of law firms, organized by geography, type of practice, and name.

GOVERNMENT (MILITARY)

Air Force Lawyer Information Guide. By the office of The Judge Advocate General.

Military Files. These files contain information on the legal U.S. Military employment opportunities available, i.e., The ARMY Judge Advocate Corps.

U.S. Army Judge Advocate General's Corps. Videos and pamphlets describe the life of a lawyer in the nation's oldest law firm.

The Army Judge Advocate General's Corps and Summer Intern Program.

U.S. Coast Guard Officer Programs. How to become a lawyer in the Coast Guard's Direct Commission Program.

U.S. Marine Corps Judge Advocate General's Corps. Lawyers handle contracts, torts, criminal, and civil cases concerning the Marines.

The U.S. Navy JAG program.

GOVERNMENT (STATE AND LOCAL)

1997 Virginia Review Directory of State and Local Government Officials. The name and address of every executive, legislative, and judicial official at the state and local level in Virginia.

The City and County Attorney Internship Book. Internship Opportunities with over 60 offices in 25 states. Published by Career Education Institutes, January 2003.

For the Prosecution. Internships with America's Prosecutors (2002)

Government Job Finder. Local, state, federal, and international sources for government jobs. Includes government job hotline phone numbers.

Internships in State Government. A state-by-state listing.

Job Announcements from National Center for State Courts. Listings of vacancies in court administration and technical services.

State and Local Government Directory of Resources. Lists and directories of government jobs in each state.

The Pro Bono Initiative: Making the Law Work in Virginia. A directory of opportunities for attorneys in the Commonwealth. Virginia State Bar.

Virginia Legislators A binder listing the biographies of each Senator and Delegate to the Virginia General Assembly.

Virginia, Maryland, Delaware, and Washington D.C. Legal Directory.

GOVERNMENT (FEDERAL)

A Career of Distinction. Videotape on the U.S. Attorney General's Honor Program for entry level attorneys.

Applying for Federal Jobs. A guide to applying for federal jobs.

Book of U.S. Government Jobs. Listing of Government job opportunities.

Career America: The Federal Government: A Winning Choice. Presidential management intern program videos.

Career Opportunities in the C.I.A. Describes the functions of each office within the C.I.A.

Civil Service Careers. Pamphlet on positions in civil service.

Congressional Internship Book 2001-2002. Internships with the 107th Congress.

Congressional Internship Book 2003-2005. Internships with the 108th Congress. By Career Education Institutes (2 copies)

Congressional Yellow Book 1998. Who's who in congress, including committees and key staff.

Directory of Legal Aid and Defender Offices (1998/99). A directory published by the National Legal Aid and Defender Association, listing all offices throughout the United States and Territories.

Directory of Federal Jobs and Employers A directory of employment opportunities within the branches of the federal government. Written by Ronald L. and Carly Rae Krannich, Ph.Ds.

Federal Careers for Attorneys. Describes each federal agency and its job opportunities for lawyers; indexed by location and legal specialty.

Federal Law-Related Careers. Detailed description of federal positions, the hiring process, and the federal application form.

Federal Resume Guidebook. Guide to putting together resumes for federal jobs.

Federal-State Court Directory 1998 Edition. Directory which gives names and addresses of federal and state judges. Also illustrates levels of state court systems.

Federal Yellow Book. Contacts at all agencies of the federal government.

FedLaw: Internships with Federal Legal Agencies 2002. Federal Internships

Government Job Finder. Local, state, federal, and international sources for government jobs.

How to Get a Federal Job. Includes positions usually filled by persons with law degrees.

Legal Honors Intern Program. U.S. Department of Housing and Urban Development.

Legal Profession Employment Opportunities. How to apply for attorney positions in the Oregon Department of Justice.

NALP Federal Legal Employment Opportunities Guide (2002). Employment opportunities and contacts with the Federal Government.

NALP Federal Legal Employment Opportunities Guide (2003). Employment opportunities and contacts with the Federal Government.

National Directory of Prosecuting Attorneys (1998). Directory of all prosecuting attorneys throughout the nation, listed by state.

Now Hiring: Government Jobs for Lawyers. ABA book listing federal legal jobs.

Public Policy Notebook. Various articles on public policy job possibilities.

The Federal Resume Guidebook. By Kathryn K. Troutman. A step-by-step guidebook for writing a federal resume in accordance with the Office of Personnel Management's flyer, OF-510, "Applying for a Federal Job."

The National and Federal Legal Employment Report. Monthly newsletter with government and private sector vacancies nationwide.

Presidential Management Intern Program. Your passport to a unique and rewarding career experience with the Federal Government.

Red White & Blue Jobs. Finding a Great Job in the Federal Government.

U.S. Department of Justice Legal Activities, 1997-98. Describes the responsibilities of department attorneys.

U.S. Department of State Civil Service Careers. Describes the nine recruitment programs in the State Department.

Washington, D. C. Internships in Law and Policy 2003. Organizations offering internships in law and policy.

***1998 Summer Legal Employment Guide.** List of hundreds of summer job opportunities with the U.S. Government, international organizations, and non-profit organizations.

1998 U.S. Department of Justice Summer Law Intern Program. How 1Ls and 2Ls can apply for a summer clerkship in one of five Justice Department litigation divisions.

JUDICIAL CLERKSHIPS

2004 Guide to State Judicial Clerkship Procedures. The Vermont Public Interest Action Project. Vermont Law School

***1998 Judicial Staff Directory.** By Staff Directories Ltd. Instant reference of 15,000 judges and judicial staff in Federal Courts.

***2000 Federal and State Judicial Clerkship Directory.** NALP listing of federal and state judicial clerkship in every state.

Behind the Bench. The Guide to Judicial Clerkships. Debra M. Strauss, Esq. 2002

***BNA's Directory of State and Federal Courts, Judges, and Clerks.** 1999 Edition. A state by state and Federal listing.

Chambers Handbook. For judges' law clerks and secretaries. By West Publishing Company.

Clerkship Binders for VA, NC, FL, OH, WI, OK, PA, CA, TX.

Courting the Clerkship: Perspectives on Opportunities and Obstacles for Judicial Clerkships. A report on the 2000 National Judicial Clerkship Study by NALP in cooperation with the ABA.

Discovering Westlaw. Judicial Information, A step by step process.

Federal Law Clerk. Pamphlet

Judging: A Book for Student Clerks. Louis J. Sirico, Jr. LexisNexis

Judicial Clerkships. Federal and state clerkships listed by state.

Judicial Clerkships and Government Agencies. Binder which contains information on judicial clerkships and government agencies.

Judicial Clerkships for Washington, D.C. Binder which contains information on available judicial clerkships in the D.C. area.

Law Clerk Orientation Materials. For clerks to the U.S. Claims Court in Washington, D.C.

Litigation Pocket Guide to State and Federal Courts.

The American Bench: Judges of the Nation 1999-2000. A three volume directory of biographies and histories of the judges in the United States.

The Judicial Fellows Program. 1998-1999

LAW FIRMS

CBN Christian Financial Planning Attorneys List. Organized by state of residence.

Columbia University School of Law Employer Directory 1995-96. Contains overviews of prospective employers who currently forecast 1996 job openings for law students.

Directory of Florida Board Certified Attorneys. A listing of lawyers who have attained a high standard of excellence in their practice. Organized by type of legal practice and by Florida city.

Hampton Roads Chamber of Commerce Book. (needs to be updated yearly)

Law Firms and Pro Bono. Detailed description of the pro bono activities of 32 firms.

Law Firms Yellow Book (1996). Alphabetical listing of U.S. law firms, including names of key contacts. Also indexed by geography, practice area, and law school.

Legal Times Directory of Metro D.C. Law Offices (2003).

Martindale-Hubbel Law Directory – 1998.

Martindale-Hubbel Law Digest – 1999.

National Directory of Legal Employers (2000). The National Association of Law Placement's index of private and public legal employers, organized alphabetically, geographically, and divided into sections, i.e., law firms, corporations, government and public interest.

National Lawyers Guild 1996 Referral Directory.

New Associates' Survival Guide A handbook for new associates. Published by the Young Lawyers Division of the North Carolina Division of the North Carolina Bar Association.

Of Counsel 500. 1992 Annual Guide to the Nation's 500 largest law firms.

The American Center for Law and Justice. Information about intern and extern opportunities.

The Mid-Sized Firm Hiring Directory - 2001 Career Education Institutes. Lists contacts for mid sized firms in selected markets.

The Northern Virginia Legal Directory, 1997-1998

The Traditional Values in Action Resource Directory. By Klous.

LEGAL SPECIALTIES

ABA Section on International Law and Practice. Information on the International Law section and the Law Student Division.

Access Guide to International Affairs Internships: Washington, DC Edited by Bruce Seymore II and Matthew T. Higham, a guide to International Affairs Internships in Washington D.C.

Annals of Health Law. Loyola University Chicago journal.

ASIL Careers in International Law Your Indispensable Guide to Career Paths and Internships in International Law. Distributed by the American Society of International Law. 1999-2000 Edition

Business Lawyer's Handbook. By Clifford R. Ennico. What business lawyers do on a day-to-day basis.

Careers in Admiralty and Maritime Law ABA book written by Robert M. Jarvis, who specializes in Maritime Law.

Careers in Civil Litigation. ABA book written by experienced civil litigators.

Careers in Health Care Law. National Health Care Association. Description of the health career field including the health care organization.

Careers in Sports Law. ABA book describing the substantive law, work settings, lifestyle, and ethics of sports law, including advice to students.

Careers in Labor Law. ABA description of various areas of practice within labor law, plus keys to success.

Careers in International Law. ABA book containing a series of essays on various types of international practices, including corporate, arbitration, litigation, and admiralty law.

Careers in Natural Resources and Environmental Law ABA book written by Percy R. Luney, Jr.

The Complete Guide to Contract Lawyering (Third Edition): What Every Lawyer and Law Firm Needs to Know about Temporary Legal Services by Deborah Arron and Deborah Guyol.

Environmental Career Opportunities. 400+ current job opportunities in environmental policy, communications and advocacy, conservation, engineering, research and education in nonprofits, corporations and the government.

Environmental Law Careers Directory 1993-94. List of nonprofit organizations, private firms, and government offices that hire environmental lawyers.

Guide to Education and Career Development in International Law. Essays on the education, experience, and client development necessary for a career in international law.

Guide to Law Specialties. Essays written by practicing attorneys and law professionals to provide an introduction to day-to-day practice of a broad spectrum of specialties.

Intellectual Property Today

International Opportunities Resource Guide: Includes information about the practice of international law in the public and private sectors, in the United States and abroad.

Internships in International Affairs. Career Education Institutes.

Lawful Pursuit: Careers in Public Interest Law ABA book written by Ronald W. Fox.

Opportunities With International Tribunals and Foreign Courts by Yale Law School 2002-2003

The Directory of Websites for International Jobs. By Krannich.

The International Lawyer. A quarterly publication of the ABA/Section of International Law and Practice.

The Media Internship Book 2004. Career Education Institutes, Winston-Salem, NC.

The Music & Entertainment Industry Internship Guide: For Undergraduate and Graduate Students, compiled and presented by Entertainment Media Consultants.

The Official Guide to Legal Specialties: An Insider's Guide to Every Major Practice Area, by Lisa L. Abrams for the National Association for Law Placement.

The Sports Internship Book: Career Education Institutes.

The Sports Internship Book (2004): Career Education Institutes.

"Where's the Passion?": Video of Don C. Keenan Speech from Keenan Law Firm in Atlanta, GA. 22 minutes.

LL.M. PROGRAMS AND LAW SCHOOLS

1994 Reciprocity Survey of ABA-Accredited Law Schools from NALP. Which law schools permit graduates of other law schools to use their career placement facilities.

***2000-01 National Directory of Law Schools.** Complete profiles of all law schools.

***ABA Approved Law Schools 1998.** Statistical information on American Bar Association approved law schools.

LL.M Information. A collection of periodical articles on graduate law study.

LL.M Program Catalogs from Various Law Schools. Lewis & Clark, San Diego, Liverpool, Villanova, John Marshall, Golden Gate, Syracuse, American, McGeorge, Washington, Georgetown, Boston University and many more.

LSAT/LSDAS Registration and Information Book 1998-99.

***Law School Admissions Directory.** A directory of LSAC member law schools, deans and contacts in the United States and Canada. 1998-1999.

Law Teachers By School 1999-00. Directory of law teachers from schools that are members of the American Association of Law Schools and fee-paid schools.

Regent University Video Viewbook.

The AALS Directory of Law Teachers 1998-99. List of law teachers at Member schools.

The Official Guide to U.S. Law Schools 1997. The only official LSAC guide to all 178 ABA- approved law schools.

PRACTICE MANAGEMENT

1996 Virginia Lawyers Diary and Manual A calendar as well as a Bar Directory for the state of Virginia.

Checklist for Opening Your First Law Office. Pamphlet.

Complete Guide to Contract Lawyering, 2nd ed. (1999). What every lawyer and law firm needs to know about temporary legal services. By Deborah Arron & Deborah Guyol.

Direct Examination. A Workbook for Lawyer Career Satisfaction. Presented by the ABA by Kathy Morris and Jill Eckert. 2001.

Flying Solo. A Survival Guide for the Solo Lawyer, 3rd ed. (2001). ABA Guidelines for improving the management of your law practice.

From Law School to Law Practice, The New Associate's Guide, 2nd ed. (2002). By Suzanne O'Neill and Catherine Sparkman, ALI-ABA Committee on Continuing Professional Education.

Full Disclosure – the new lawyer's must-read career guide. Mentoring guide for young lawyers and those about to enter the practice of law. By Christen Civileto Carey, Esquire. 2001

Getting Started. The basics for a successful law firm.

Guide to Small Firm Employment. NALP brochure on finding a job with a small firm.

How to Go Directly Into and Manage Your Own Solo Law Practice: Without Missing a Meal. (with supplement).

How to Run a Business out of our home.

How to Start and Build a Law Practice, 4th ed. (1999). By Jay G. Foonberg, ABA Law Practice Management Section.

How to Manage Your Law Office. By Altman & Weil.

Idiot's Guide to Starting a Home Business. A guide to getting started out of your home.

Law Practice Management. A collection of articles on opening your office, finding clients, and collecting fees.

Making Your Estate Planning Practice Successful Is Our Business. Cowles Legal Service

Managing The Recruitment Process. By Thorner & White.

Managing Generation X. How to bring out the best in young talent.

Model Partnership Agreement for the Small Firm.

Practicing Law without Clients. A guide to making a living as a freelance lawyer.

Presidential Showcase. What they didn't teach you in law school.

Running a Practice on a Shoestring. Increase your law firm's profit margin with money saving tips.

Writing For Lawyers. By Hurd. Teaches the techniques of successful writing for lawyers.

Your New Lawyer. The Legal Employer's Complete Guide to recruitment, development and management.

PUBLIC INTEREST

Alumni/ae in Action Part II. Harvard Law School Graduates in Public Service Work. Personal Perspectives on Public Service Work.

Community Lawyering. Theory and Practice. Materials for So Goes a Nation Video.

From Planning to Funding: A Step-By-Step Guide to Public Service Projects at Your Law School. American Bar Association.

From Finals to the Firm: The Top Ten Things New Law Firm Associates Should Know. Calvin Gladney and Raymond Millien. Lexis Nexis

Good Works. A guide to careers in social change, such as consumer protection, ecology, and civil rights. Includes a topical and geographical index of employers.

Guide to Public Interest Environmental Law Opportunities, Yale Law School, Career Development Office, 2000-2001.

The Human Rights Internship Book (2004). Career Education Institutes.

International Public Interest Law. A Guide to Opportunities in the United States and Abroad. Office of Public Interest Advising – Harvard Law School. 2002.

Internships in Law, Politics, and Medicine. Summer opportunities with public interest foundations.

Just Solutions. American Bar Association.

Law Firms and ProBono. Profiles of the ProBono activities of law firms supporting student public service efforts. 1991.

Law School Public Interest Law Support Programs: A Directory. Information about activities, funding resources, and service opportunities at ABA-accredited law schools throughout the United States and Puerto Rico.

Lawyer Competency. The role of law schools.

NAPIL National Career Fair Binder (2001). Descriptions of public interest organizations and their legal opportunities.

Public Interest Job Search Guide 2002-2003. Harvard Law School's Handbook & Directory for Law Students and Lawyers Seeking Public Service Work.

Public Service Directory (2002). A listing of pro bono and public service organizations in the Washington, D.C. metropolitan area. Published by Washington Council of Lawyers.

Public Service Directory (2003). A listing of pro bono and public service organizations in the Washington, D.C. metropolitan area. Published by Washington Council of Lawyers.

Pro Bono and Non-Legal Volunteer Opportunities. An Office of Career Services resource binder.

Pro Bono Publico Washington Council of Lawyers, 1999 Public Service Directory. A listing of pro bono and public service organizations in the D.C. metropolitan area.

Public Service Job Search Handbook. How to plan and accomplish your goal of a public interest career.

***Public Interest Law Initiative Internship Program 1995.** Application instructions for summer internship in public interest.

Public Interest Job Search Guide 1994. Harvard Law School handbook of public interest job search strategies.

Public Service Careers . . . Explore Your Options. NALP pamphlet.

***Public Service Directory 1997-1998.** A listing of ProBono and Public Service organizations in the Washington D.C. area.

So Goes a Nation: Lawyers and Communities. Video exploring innovative approaches to community lawyering.

Spotlight. Pro bono and public interest fellowship opportunities in Philadelphia.

The Directory of Public Policy Organizations 1998-1999. Indexes over 300 public policy organizations that represent broadly the “conservative” or “classical liberal” point of view. There are nine indexes of organizations.

The Great Firm Escape. Harvard Law School’s Guide to Breaking out of Private Practice and Into Public Service. Office of Public Interest Advising – Harvard Law School. 2000

***The NAPIL Directory of Public Interest Legal Internships 2000.** Public interest groups that offer summer legal internships.

***The NAPIL Guide to Public Interest Career Resources 1996-97.** Sources to locate job openings in public interest fields.

***The NAPIL Post-Graduate Fellowships Guide 1996-97.** A compilation of public interest fellowship opportunities for lawyers working for social change.

The ProBono Initiative: Making the Law Work in Virginia. A directory of opportunities for attorneys in the commonwealth.

The Public Interest Employer Directory Fall 1994. List types of public interest law and definitions; detailed information from specific government and public interest agencies.

The Public Service Employer Directory 1998-99. University of Chicago Law School and University of Michigan Law School.

***The Public Service Employer Directory 1997-98.** A directory on the settings and practice areas of public service legal work with a job search manual and representative sample of public service organizations.

The Traditional Values in Action Resource Directory 1997-1998.

The Traditional Values in Action Resource Directory 1997-1998. Family/Homeschool Edition.

U.S. Profile Directory. Directory of National Pro-Life/Pro-Family Organizations.

The Women’s Rights Internship Book 2004. Career Education Institutes, Winston-Salem, NC

Yale Law School Fellowship Opportunity Guide. 1999-2000.

MINORITY SECTION

Attorney Access, Inc. A program for the placement of minority attorneys, (1995).

Career Opportunities for Minority College Graduates. Jobs and graduate school opportunities for minorities.

Careers and the Minority Lawyer: The Official Publication of Crimson & Brown Associates, Minority Law School Career Forum. Fall 1999.

Directory of Minority Judges of the United States 2nd Edition. ABA Judicial Division Task Force on Minorities in the Judiciary. (1997).

Directory of Minority Programs. Listing of legal programs for minority law students, including clerkships, internships, and job fairs.

Diversity in Law Firms: You Can Make It Work. A collection of news articles on racial diversity in law firms.

Life on the Color Line. By Gregory Howard Williams. The true story of a white boy who discovered he was black. (Summer 1999)

Minority Internship Program. PGA 1998-Golf and sports positions for collegiate men and women.

Minority Law Journal. The national journal to promote equal opportunity in the legal profession.

Multicultural Studies. Garland, (1996).

Opportunities for Minority Students. Cardozo.

Profiles of Minority Attorneys in Specialty Practices. Profiles of a few of the minority attorneys who have achieved success in specialty practices. Employment diversity and Opportunity Committee, NALP. (1995)

The Black Collegian. Guide to graduate and professional scholarships. February 2000.

The Courts: An Excellent Place for Attorneys of Color to Launch their Careers. NALP Pamphlet.

The Last Frontier, Women Lawyers as Rainmakers. Produced by the American Bar Association. Teaching women how to make rain, video included.

The Women's Bar Association Newsletter.

Women in Legal Education A Comparison of the Law School Performance and Law School Experiences of Women and Men.
By Linda F. Wightman

Women Rainmakers 101 + Best Marketing Tips. By Snyder.

BINDERS (Located on Book Cart or table)

Bar Bulletins of the Norfolk & Portsmouth Bar Associations

Employment News Insider. A binder service containing employment information and opportunities.

Exploring New Territories: Opportunities For Students Abroad

Firm Resumes (3 binders). Two Binders containing firm resumes and information on Virginia law firms, and one binder with resumes of non-Virginia law firms.

First-Year Hiring Index by the National Association of Law Placement lists employers that consider first-year students.

General Information on Cities Located in Hampton Roads.

Internships, Externships and Fellowships. This binder contains information on internships, externships and fellowships that are currently being offered to law students.

Job announcements from the national center for state courts.

Job Bulletins (monthly) from participating law schools.

Law School Faculty Positions. This binder lists faculty and staff positions available at other law schools.

Legal Salaries: Corporations, Law Firms, Government, Judicial, Law Schools, Public Interest, Virginia Law Firms

LL.M. Programs and Summer Programs. This binder contains information on Masters of Law programs offered at other law schools.

National and Federal Legal Employment Report Binder.

Non-Visiting Law Firms Selection Notebook. This binder contains the requirements of employers recruiting at Regent.

On-Campus Interview Selection Notebook This binder contains the requirements of employers recruiting on campus at Regent.

Summer Legal Studies Abroad Binder.

Recruit, Commonwealth of Virginia, Department of Personnel and Training list of job opportunities.

Virginia Law Foundation (Formerly IOLTA) Fellowship. A binder which contains grant applications and lists of potential employers.

Washington Council of Lawyers Binder.

Writing Contests and Essays Information. This binder contains guidelines and information given regarding current writing contests available to students.

*Resources which are updated annually.

Manuals
(Produced By The Center for Career Services
Regent University School of Law)

Alternative Careers for Lawyers

A Commitment to Service: Preparing for Public Sector Career Opportunities

Guidelines for the Center for Career Services

Interview Skills Workshop

Networking

Preparing Your Legal Resume

Rainmaking

Self-Assessment: Exploring Your Motives, Values & Skills

Student Instructions for Interviewing on Campus