

Amy Jones Mattock

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Statement of Interest: I am honored by the nomination to join the Nominating Committee (also known as, affectionately, “Nom Com”) as the Mid-Atlantic school representative. NALP leaders are knowledgeable, collaborative, supportive, and diplomatic; they are industry experts, problem-solvers, and strategic thinkers. I have a deep understanding and respect for NALP leadership having been fortunate to serve in several roles over the course of my career, though none (other than the Board) have been as deeply meaningful as my prior service on Nom Com. I appreciate the obligation to slate leaders who represent the many facets of diversity (i.e., racial, sexual orientation, geographic, type of employer, size of employer) that our members bring to the Association and I welcome the chance to join the team who will select the next leaders of NALP.

EXPERIENCE

Georgetown University Law Center, Office of Career Strategy (“OCS”)

Assistant Dean

Executive Director of Employer & Alumni Relations

Washington, DC

November 2021-Present

August 2012-November 2021

- Coordinate, manage, and develop relationships with hundreds of private sector employers seeking to recruit and engage Georgetown Law students; run 21-person office.
- Meet regularly with employers from various markets to advise how they can more effectively recruit on-campus and increase their involvement with recruiting and programming. Coordinate and manage all aspects of OCS employer-related programming, including several annual large-scale educational and networking events involving dozens of attorneys and hundreds of students. Conduct instructional workshops for students on interviewing, networking and succeeding at on-campus recruiting.
- Train OCS counselors and staff on student counseling and logistics related to summer recruitment programs. Develop resources to help students research participating firms, understand the legal market and the law firm business model, and maximize summer networking opportunities.
- Work with small cohort of students to develop their OCI bidding strategy and strengthen interview preparation.
- Manage two-person Recruiting team and Employment Information Manager.

Director of Career Services, Associate Director – Programming, Assistant Director

May 2004–August 2012

- Counseled 1L, 2L, and 3L students on all aspects of their summer and post-graduate job search. Reviewed and revised resumes and cover letters and helped with interview preparation. Responsible for tracking employment.

Troutman Sanders LLP, McLean, VA, *Associate* (October 2001–October 2002)

Nineteenth Judicial Circuit of Virginia, Fairfax, VA, *Law Clerk to the Honorable Henry E. Hudson* (August 2000–August 2001)

EDUCATION

University of Richmond School of Law, Richmond, VA – JD awarded May 2000

Washington & Lee University, Lexington, VA – BA in Russian Studies awarded June 1997

SELECTED NALP INVOLVEMENT/LEADERSHIP

- **“Lean and Effective: Mastering PD Success with Limited Resources”** – PDI, *Co-Presenter* (December 2024)
- **“Navigating the Legal Recruiting Landscape: Challenges, Opportunities, and Collaborative Solutions”** – Annual Education Conference, *Co-Presenter* (April 2024)
- **“Surviving the Summer: How Law Firms and Law Schools are Dealing with the Summer Months”** – Legal Recruiting Summit, *Moderator* (January 2024)
- **“Pulling Back the Curtain on Law Firm Diversity, Equity, and Inclusion: What is Real and What is Marketing?”** – NALP Bulletin, *Co-Author* (October 2023)
- **“Surviving the Summer: How Law Schools and Law Firms are Dealing with the Summer Months”** - Legal Recruiting Summit, *Co-Presenter* (January 2024)
- **“Closing the Floodgates: Strategies for Hiring and Retention in a Volatile Market”** – Annual Education Conference, *Co-Presenter* (April 2023)
- **“Managing Up & Over: Taking Charge of Your Workplace Experience”** – Annual Education Conference, *Co-Presenter* (April 2021)
- **NALP**, *Member* (January 2004–Present)
 - **Member Value Assessment Task Force**, *Appointed Member* (April 2024–April 2025)
 - **Conference Planning Committee**, *Vice Chair* (April 2019–April 2020)
 - **Board of Directors**, *Member* (April 2017–April 2019)
 - **Regional Resource Council**, *Mid-Atlantic School Representative* (2015–2017)
 - **Nominating Committee**, *Mid-Atlantic School Representative* (2013–2014)