

## Our Summer Associate Program

Want to be part of a positive environment and join a team where you will gain a high level of experience from the start? Looking to find colleagues who will support you in a collaborative effort?

Summer associates at Williams Mullen can expect an experience similar to that of a first-year associate at our firm. The Summer Associate Program includes challenging assignments, knowledge and skills development programs, and social interaction with associates, partners and staff.

Through supervising attorneys, summer associates receive varied assignments as well as in-depth feedback. Associate and partner mentors are paired with the summer associates based on personal and professional interests. Weekly practice briefings are conducted with attorneys from each of our major practice groups to supplement the work experience and provide a broader exposure to our practice areas. Partners also play a prominent role in the program through social activities, and they get to know our summer associates on a personal level.

We offer our 2L Summer Associate Program in our Richmond, VA, Norfolk/Virginia Beach, VA, Tysons, VA, and Raleigh, NC offices. For the 2025 summer, our 1L Diversity Fellowship is offered in Richmond, VA and Raleigh, NC offices. Historically, students who receive an offer after the summer are invited to join our corporate, financial services & real estate, health care, labor, employment & immigration, and litigation sections. Depending on location, summer associates have an option to spend six or nine weeks with us.

Upon successful completion of the Summer Associate Program, students will be considered for first-year associate positions in those offices.

The firm is committed to a policy of anti-harassment, non-discrimination and equal employment opportunities for all employees, interns, and applicants for employment. Williams Mullen is an equal opportunity employer.

## FAQ'S

### What is a rotation?

Prior to the program starting, we seek to understand your practice area interests and preferences. Pairing your interests with our future associate hiring plans, you will be assigned to one or more practice areas during your summer here.

### How many hours do summer associates work?

Williams Mullen expects its summer associates to work in conjunction with each office's operational business hours. Supervising attorneys and the talent management team monitor summer associates' workloads to keep their productivity within this expectation. Summer associates receive both billable and non-billable work and are expected to produce work products timely. Summer associates do not have billable requirements; although, when appropriate, clients are billed for their time.

**What will I be expected to know when beginning the Summer Associate Program (e.g., skills, qualities, recommended classes to prepare for summer, etc.)?**

The attorneys at Williams Mullen recognize that summer associates generally do not have extensive experience in the subject matters of the firm's various practice areas. As a result, attorneys who assign work provide them the necessary substantive background to complete projects. Also, our knowledgeable library and research staff guide and assist summer associates throughout the program. Summer associates are expected to use their general legal skills, such as analytical thinking and research, which they have learned in their first-year and/or second-year law school classes.

**How do summer associates receive feedback?**

Communicating feedback is an essential part of our program, and we value helping summer associates learn in a positive environment. Throughout the program, feedback is provided in multiple formats. Once a summer associate completes a project, the assigning attorney provides constructive feedback either in person or via email, whichever is more appropriate based on the type of assignment. Additional performance feedback is gathered on an ongoing basis from supervising attorneys, recruiting committee chairs, and the director of attorney recruiting. This informal feedback is shared as needed and in a timely fashion. Midway through the program, the recruiting committee chair and the director of attorney recruiting facilitate mid-summer and final evaluations. These meetings provide a forum for our summer associates to hear overall feedback, discuss their experience, and determine how we can help shape their remaining time with the firm.

**Do you Sponsor candidates for immigration visas?**

Williams Mullen does not currently sponsor candidates for immigration visa status.

**As a 2L, when and how do I apply?**

In the spring and summer, we will conduct 2025 on-campus interviews and resume collections at most law schools throughout our regional footprint.

We will also accept direct applicants for our 2026 2L Summer Associate Program. Direct applications will be accepted through our firm website's summer associate job posting in the spring. Interviews will be conducted on a rolling basis.

**As a 1L, when and how do I apply?**

Once the application window opens in November 2024, please apply directly on our firm's website.

---

Questions, please contact the Talent Management Department at [talentmgt@williamsmullen.com](mailto:talentmgt@williamsmullen.com).

---