The Attorneys

From Left to Right: Elliot Andalman (managing partner), Amanda Vann, Mary Ellen Flynn (managing partner), Kimberly Villiers, Peter Casciano, Kathryn McDonough, E. Barrett Donnelly
Who We Are

• Andalman & Flynn was founded in 1998
• Heart of Downtown Silver Spring.
• Family and Disability Law Focus (minor criminal and collection cases)
• Motto: “Results...when they matter most”
Intern Duties

- Drafting letters and forms for attorneys.
- Organizing case files and updating client files within the internal system.
- Researching laws and relevant information to be utilized in cases.
- Drafting blog posts, regarding current legal issues, to be featured on the firm website.
- Filing documents at circuit/district courthouses.
Is A&F Right For You?

• This internship is appropriate for students who are...
  • Intending to pursue a career as an attorney.
  • Seeking a professional environment where interns will have the opportunity to do substantive work.
  • Interested in learning about family or disability law.
• All majors are acceptable, however, I believe majors that enforce research and writing skills are better fit for the position.
Helpful Background

- MLAW Program
  - Law and Society Minor
  - Justice and Legal Thought Program
- GVPT331 – Law and Society
- GVPT431 – Introduction to Constitutional Law
- GVPT432 – Civil Rights and the Constitution
- ENGL392 – Legal Writing
- Prior experience in a professional office setting
What Can You Gain?

• Opportunity to familiarize yourself with legal terminology and practices.
• Chance to shadow an attorney to court, and view first-hand what it truly means to be a lawyer.
• Expansion of your professional network.
  • Mary Ellen Flynn and Elliot Andalman are top attorneys in their field – opportunity to access their network of professionals.
• Chance to develop your social skills within a professional office.
• Amazing experience on your resume, and great connections for future letters of recommendation.
How To Apply

• Visit http://andalmanflynn.com/ to learn more about the firm.
• Call the office at 301-563-6685, and ask to speak to Ms. Vivian Brown about a potential internship opportunity.

OR

• Mail a letter of intent, attached with your resume to:
  8601 Georgia Avenue, Suite 206
  Silver Spring, MD 20910
  Attn: Vivian Brown