
OFFICE OF PUBLIC INTEREST AND COMMUNITY SERVICE

Climbing Capitol Hill: Job Search Resources

PRINT RESOURCES

Almanac of the Unelected: Staff of the U.S. Congress, Almanac Publishing. Published annually. Biographies on hundreds of the top Hill staffers. *Available in OPICS/OCS.*

Congressional Staff Directory, CQ Staff Directories. Published annually. *Available in OPICS.*

Congressional Yellow Book, Leadership Directory Published annually. *Available in OPICS.*

Insider's Guide to Finding a Job in Washington: Contacts and Strategies to Build Your Career in Public Policy, Congressional Quarterly (2000). Excellent overview of public policy opportunities in DC. Not limited to the Hill or legal. *Available in OPICS.*

The Vault Guide to Capitol Hill Careers, Vault Inc. (2003). Discusses internships on Capitol Hill as well as off-the-Hill lobbying and advocacy positions. *Available in OPICS.*

INTERNET SOURCES

HillZoo <http://hillzoo.com> Useful site for identifying Hill staff positions; vacancies are divided into Democratic and Republican lists.

Opportunities in Public Affairs, Biweekly

<http://www.brubach.com/opawebversion3/opa.htm> Job listings include Capitol Hill, government affairs, legislation, and public policy. Excellent source. Available online for GULC students. Call OCS for password and login.

Roll Call Classifieds <http://rcjobs.com/job-search> Published biweekly.

The Hill <http://www.hillnews.com> Published weekly.

Congressional Quarterly http://www.cq.com/corp/show.do?page=corp_hilljobs
Website lists Hill vacancies.

PSLawNet <http://www.pslawnet.org> Lists attorney vacancies in personal offices for Representatives and Senators.

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HILL RESOURCES

U.S. HOUSE OF REPRESENTATIVES

United States House of Representatives

First Call Office

B227 Longworth House Office Building

Washington, DC 20515

Job listings are posted in the First Call Office each Monday after 2:30 PM. Do not send your resume to this address. Additional postings may be added throughout the week, so job seekers are encouraged to stop by as often as possible. For more information, see the House Office Human Resources website at <http://www.house.gov/cao-hr/>.

Fax your resume and cover letter with relevant vacancy number to (202) 226-0098.

Human Resources Job Line (202) 226-4504. Voice-recorded listings of internships are categorized under the member and committee.

U.S. SENATE

United States Senate Placement Office

Office of the Sergeant at Arms

Hart Senate Office Building, Room SH-143

Washington, DC 20510

(202) 224-9167

The Senate Placement Office conducts informational interviews on a walk-in basis between 10:00 AM and 12:00 NOON and 1:00 PM and 3:00 PM Monday through Friday.

Recorded Job Listings (202) 228-JOBS Weekly listings voice recorded and updated on Friday evenings.

Senate Employment Bulletin The Placement Office also publishes a weekly bulletin as a resource for Senate offices seeking to advertise staff vacancies.**

Online Senate Job Listings: <http://www.senate.gov/employment> **

*** These sources do not include all vacancies; to be considered for all positions, complete the application and informational interview process in the Placement Office.*