

MICHELLE LEE

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Jean Mejia
Director of Employee Relations & Recruitment
Massachusetts Attorney General’s Office
One Ashburton Place
Boston, MA 02108

If you engaged with the employer in person at an information session or networking opportunity, note that in your cover letter.



Dear Ms. Mejia:

I am a first year Harvard Law School student and am writing to apply for a summer internship with the Massachusetts Attorney General’s Office. I was excited to learn about the opportunity to work at the AG’s office from your information session at Harvard in September. I have a strong interest in social and economic justice, and a summer internship with the AG’s office would offer an invaluable opportunity for me to learn more about using litigation to promote social and economic justice.

I have devoted much of my academic, volunteer, and internship work to the promotion of social and economic justice through education policy. In college, I focused on advancing educational opportunities for low-income students and learned that the challenges students face in school are intimately intertwined with the challenges they face outside of schools. Through an internship with D.C. Public Schools after my sophomore year of college, I became aware of how disparities in access to basic necessities – such as health, housing, and transportation – can impact education outcomes. Through my undergraduate thesis, I learned about how public schools can better support low-income students by providing them with social and health services along with academic instruction. I decided to attend law school because I saw the law as an effective and flexible tool for helping low-income students and communities grapple with the many challenges they face inside and outside of the educational context.

Through a summer internship at the AG’s office, I hope to gain exposure to the litigation of a wide range of issues of social and economic justice. I am interested in litigation because I believe that litigation can be an important tool for protecting and advancing the civil and economic rights of citizens, especially those of low-income people. I am especially interested in gaining experience in litigation at the AG’s office because of the office’s capacity to enforce laws that promote these rights. Additionally, because I observed many challenges facing low-income students and families outside of schools, I want to learn more about advancing social and economic justice outside the education context next summer.

Because of my interest in litigation focused on social and economic justice, I would like to work in the Civil Rights, Consumer Protection, and Fair Labor Divisions of the AG’s office. I would also be thrilled to contribute to any other divisions in the office.

I would be honored to have an opportunity to speak with you in person about how I might be able to contribute as a summer intern at the AG’s office. I will be fully funded and available to work during the ten-week program from May 31, 2016, to August 5, 2016. Thank you for your time and consideration.

Sincerely,

Michelle Lee

Discuss → what you hope to learn from an internship with the organization

Identify the divisions of the office you are interested in working with, but be sure to note that you would work in any division.

