

## MICHELLE FOX

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August 20, 2014

Jane Doe  
Director, the Honors Attorney Program  
U.S. Department of Labor, Office of the Solicitor, Room N-2700  
200 Constitution Ave, NW  
Washington, DC 20210

Dear Ms. Doe:

It is with particular interest that I write to apply for a position with the Solicitor of Labor Honors Program for the 2015 hiring year. I graduated from Harvard Law School in May 2013 and am currently clerking for Judge Keillor on the United States District Court for the District of Lake Wobegon. I hope to spend my legal career focused on workers' rights litigation and policy reform, and after speaking with Jane Smith and John Doe I am eager to apply to your program.

My interest in workers' rights was sparked at the Massachusetts Commission Against Discrimination (MCAD)—the State's counterpart of the EEOC—during my senior year at Brandeis University. This experience led me to enroll in Professor Benjamin Sachs' Employment Law course during my 1L year. The class was eye opening. We began by exploring the question I had been preoccupied with since my time at the MCAD: Why does our country utilize an at-will employment model? From there we discussed an array of topics, from employee free speech and privacy rights to workplace injuries to the impact of plant closings on small communities. Professor Sachs geared our readings and classroom discussions toward the impact of the law on individual workers and their communities.

I spent the next two years focused on gaining experience in plaintiff-side employment litigation at Lichten & Liss-Riordan and at the Washington Lawyers' Committee for Civil Rights and Urban Affairs. Both positions gave me tremendously valuable hands-on experience. Drafting a complaint from scratch offered me considerable insight into the intricacies of artfully pleading a case; the opportunity to sit in on and provide feedback during depositions taught me how to respond effectively to an opposing party's positions in real time; and conducting intake on a regular basis turned me into a more capable issue spotter as well as a more resourceful listener. Combined with the quintessential legal research and writing, both internships significantly enhanced my skill set and furthered my interest in advocating for workers' rights.

As noted above, I am currently clerking on the United States District Court of Lake Wobegon. My work there has already exposed me to a wide range of employment litigation. Beyond preparing draft orders at both the motion to dismiss and summary judgment stages, I frequently assist my judge in preparation for status conferences and hearings in all of our employment law cases, even those assigned to my co-clerk. Recently, my judge allowed me to actively participate in a hearing on a joint motion for approval of a FLSA settlement agreement. I was unexpectedly given the opportunity to voice concerns I had with the agreement on the record during the hearing, allowing me to take part in the case in an even deeper way. Shortly thereafter I proposed the approval of a conditional collective action and *Hoffman La Roche* notice in another FLSA case.

My interest in developing a career focused on workers' rights unquestionably leads me to the Solicitor of Labor. I am especially drawn to the Honors Program's rotation system, which will give me far greater insight into the variety of work conducted throughout the agency before being matched with one division. That said, I am also very interested in trial litigation and I would relish the opportunity to gain such hands-on experience in a regional office.

I believe I would be a valuable addition to the program in light of my dedication to workers' rights alongside my relevant background in employment litigation. Enclosed please find my resumé, official law school transcript, and writing sample. Thank you for your time and consideration.

Sincerely,

Michelle Fox