Government & Public Interest

Virtual Interview Program

January 25 & 26, 2024

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**I. INTERVIEWING EMPLOYERS**

The following organizations will be interviewing as part of the Massachusetts Law School Consortium’s Government & Public Interest Virtual Interview Program on Thursday, January 25 and/or Friday, January 26, 2024. Interviews will be held on the virtual interview platform of the employers’ choice over those two days. You must bid online through the Massachusetts Law School Consortium Symplicity site.

* ***Symplicity site:***  [***https://law-massconsortia-csm.symplicity.com/students***](https://law-massconsortia-csm.symplicity.com/students)
* ***Session: Gov/PI Program Virtual Interviews - January 2024***
* ***Bidding deadline: Tuesday, December 5, noon***

**AIDS Action Committee & Fenway Health (Boston, MA)**

Address: 75 Amory St, Boston, MA 02119

Website: https://aac.org/

Contact: Andrew Musgrave, Director of Legal Services, amusgrave@fenwayhealth.org

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter and resume*

Description: Interns in the Fenway Health Legal Department assist staff attorneys in representing clients in the areas of housing, public benefits, and consumer protection. Interns conduct intakes, research case law, and help attorneys prepare for hearings. All interns have the opportunity to attend court hearings and directly interact with clients.

Interview Date: January 25, 2024

**Boston Area Rape Crisis Center (Cambridge, MA)**

***\*Please note they have two different positions posted: Boston Area Rape Crisis Center Immigration Program. If interested in both positions, you must bid for each separately.***

Address: 99 Bishop Allen Drive, Cambridge, MA 02139

Website: https://www.barcc.org

Contact: Karen Dahl, Legal Advocacy Coordinator, kdahl@barcc.org

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter and resume*

Description: Description of the **Boston Area Rape Crisis Center Immigration Program**:

BARCC’s Immigration Program is a part of the Legal Advocacy Program. The immigration program provides assistance to sexual assault survivors through filing U & T visas and VAWA self-petitions, as well as providing immigration consultations. This program consists of one immigration attorney, whose work may range from a brief consultation on immigration related issues to representation in filing for certain humanitarian immigration remedies. The immigration program works closely with the advocates and attorneys in the Legal Advocacy Program. The legal advocacy program operates during normal business hours.

Interview Date: January 25, 2024

**Boston Area Rape Crisis Center (Cambridge, MA)**

***\*Please note they have two different positions posted: Boston Area Rape Crisis Center Legal Advocacy Internship. If interested in both positions, you must bid for each separately.***

Address: 99 Bishop Allen Drive, Cambridge, MA 02139

Website: https://www.barcc.org

Contact: Karen Dahl, Legal Advocacy Coordinator, kdahl@barcc.org

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter and resume*

Description: Description of the **Boston Area Rape Crisis Center Legal Advocacy Internship**:

Through the experience, interns will learn about substantive areas of immigration law as it applies to helping sexual assault survivors. Students may receive academic credit for the internship.

Responsibilities include, but are not limited to: Serve as advocate for immigrant sexual assault survivors; research regulations, laws, and legal issues to assist legal advice and internal legal memorandums; interact with new and existing clients to prepare for attorney-client meetings and case preparation; assist in the drafting of correspondence and legal documents, such as applications, declarations and cover letters under attorney supervision; collect, examine and organize evidence and other legal documents for attorney review and case preparation; manage databases, input information, organize, and maintain documents in paper or electronic filing systems; process correspondence received from USCIS related to the clients we serve; compile appropriate legal and social service referrals; develop individual projects with staff; mandatory attendance of 40 hour Rape Crisis Counselor training; In addition to training, regular supervision by an attorney will be provided. This is an unpaid internship.

Qualifications: Candidates should possess strong written and oral communications skills, strong research abilities and an interest in immigration law. All interns must be available to work full time during the summer months and/or at least 12 hours per week during the academic year.

Spanish fluency is preferred.

Interview Date: January 25, 2024

**Bronx District Attorney's Office (Bronx, NY)**

Address: 198 East 161 Street, The Bronx, NY 10451

Website: http://www.bronxda.nyc.gov

Contact: Sherry M. Cohen, Chief of Legal Recruitment, bxdarecruit@bronxda.nyc.gov

Years: 2LD/3LE, 3LD/4LE

Materials Requested*: submit cover letter, resume, transcript, and writing sample In addition to students applying through OCI, please also apply through NYCAPS. Assistant District Attorney Fall 2024:* [*https://us.smrtr.io/WbQJ*](https://us.smrtr.io/WbQJ) *Law School Summer Intern 2024:* [*https://us.smrtr.io/Tj\_C*](https://us.smrtr.io/Tj_C)

Description: Hiring for summer ($659 weekly) and post-graduate ($73,579-75,121) positions. The Bronx District Attorney's Office (BXDA) investigates and prosecutes crime, assists victims, and works with police and the community to implement crime prevention strategies to improve public safety and quality of life of Bronx residents. The Office's Divisions each consist of several bureaus and units. ***(A more detailed description can be found on Symplicity.)***

Interview Date: January 25, 2024

**Brooklyn Defender Services, Criminal Defense Practice (Brooklyn, NY)**

Address: 177 Livingston Street, Brooklyn, NY 11201

Website: http://www.bds.org

Contact: Richard LaFontaine, Director of Recruiting, rlafontaine@bds.org

Years: 3LD/4LE

Materials Requested: *submit cover letter, resume, and transcript*

Description: Criminal Defense Staff Attorney, full time public defender position handling all aspects of criminal cases in local municipal and state Supreme Courts, starting September 2024.

Hiring Criteria: Candidates for the position of Trial Attorney in the Criminal Defense Practice should possess qualities that clearly demonstrate they will excel as career public defenders in one of the nation’s premiere criminal defense law firms. Students will have ideally taken trial advocacy, evidence, ethics, criminal law and criminal procedure courses leading up to their J.D. degree. We are particularly interested in students who have participated in clinical programs involving client representation at those law schools which offer such programs. We also seek candidates with a demonstrated commitment to serving the public interest, as expressed by coursework, internships and extra-curricular activities. Prospective attorneys in the Criminal Defense Practice must have an appreciation of, and ability to relate to, the obstacles faced by our indigent clients, both in their Brooklyn neighborhoods and in negotiating the vagaries of New York’s criminal justice system. Candidates whose own background and experience reflect the diversity of Brooklyn’s communities are particularly encouraged to apply.

Interview Date: January 25, 2024

**Center for Public Representation (Easthampton)**

Address: 5 Ferry Street #314, Easthampton, MA 01027

Additional Locations: fully remote with in-person opportunities

Website: https://centerforpublicrep.org/

Contact: Kathryn Rucker, Senior Attorney, krucker@cpr-ma.org

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter and resume*

Description: CENTER FOR PUBLIC REPRESENTATION INTERNSHIP PROGRAM

The Center for Public Representation is a national advocacy organization that uses legal strategies, advocacy, and policy to promote the integration and full community participation of people with disabilities and all others who are devalued in today’s society. Through its systemic

advocacy, the Center has been a major force in ensuring that people with disabilities across the country have opportunities to live, work, learn and fully participate in all aspects of community life, and to make their own decisions. You can learn more about the Center and its priorities at

www.centerforpublicrep.org. ***(A more detailed description can be found on Symplicity.)***

Interview Date: January 26, 2024

**City of Boston Law Department**  
Address:  One City Hall Square, Room 615, Boston, MA 02201  
Contact:  Samantha Fuchs, Senior Assistant Corporation Counsel, Samantha.fuchs@boston.gov  
Years:  1LD/2LE, 2LD/3LE  
Materials Requested: *submit resume along with cover letter and writing sample*Description:  The City of Boston’s Law Department provides legal services to the Mayor, City Council, and City departments regarding their official capacities within City government. They offer advice on legal issues related to the City’s work. They do not work with the general public. The Law Department’s mission is to provide excellent legal work by advising, facilitating, and defending City departments in order to make them more successful public servants for the community of Boston.  
  
The department has two main divisions of practice -- government services and litigation.  
  
The Government Services Division advises the Mayor and City departments on City ordinances, policies, and other in-house counsel municipal areas of law. Government Services duties include advising on open meeting laws, City finances, telecommunications, public works, elections issues, procurement, employment law, administrative appeals, policy considerations, reviewing City contracts, agreements, and counseling workers on conflicts of interests.  
  
Interns will assist Government Services with providing legal counsel to the City's departments. They will also provide research and litigation aid to Government Services attorneys across a variety of practice areas.  
  
The Litigation Division represents the City, the Mayor, City Departments, and employees in federal, state, and administrative courts. The Litigation Division’s case load includes civil rights violations, employment law, voting rights, personal injury, other torts, affirmative recovery, contracts, ethical violations, and other types of complex civil litigation. The Litigation Division works in federal, state, and administrative courts.  
  
Interns will learn about civil defense litigation by doing research, drafting pleadings, and looking into claims. They will also help with legal responses and going to hearings. Lawsuits range anywhere from pothole claims to class action lawsuits.

Throughout the summer, City of Boston Law Department Interns will have the opportunity to attend City Council meetings, federal court hearings, and state court hearings.

Hiring Criteria: Potential interns must commit to interning in person at the Law Department located in City Hall for 35 hours a week for 10 weeks.  
Interview Date:  January 26, 2024

**City of Marlborough (Marlborough, MA)**

Address: City Hall, 4th Floor, 140 Main Street, Marlborough, MA 01752

Contact: Jason D. Grossfield, City Solicitor, jgrossfield@marlborough-ma.gov

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter and resume*

Description: The City of Marlborough is seeking a legal intern/extern for Summer 2024.

The Legal Department represents the City of Marlborough and its officials, departments, and employees in all aspects of local government law. This position will provide experience in the practice of municipal law in an in-house setting, and exposure to a variety of substantive areas including land use/zoning, real estate, contracting, and litigation. The ideal candidate will have experience researching novel legal issues and an interest in local government. Applicants may seek credit or funding through their schools or other sources.

Interview Date: January 26, 2024

**City of Newton Law Department (Newton, MA)**Address: 1000 Commonwealth Avenue, Newton, MA 02459  
Contact: Jaclyn Zawada, Assistant City Solicitor, [jzawada@newtonma.gov](mailto:jzawada@newtonma.gov)  
Years: 1LD/2LE, 2LD/3LE  
Materials Requested: *submit resume, cover letter and writing sample*  
Description: The City of Newton Law Department is looking for 1-2 students, either rising 1L or 2L’s, for an unpaid summer 2024 internship. Interns will have opportunity to work in a variety of areas of law depending on their interests and the needs of the Law Department.  
The City of Newton Law Department is a dynamic, collaborative group of ten lawyers who provide a wide-ranging scope of in-house legal services to the Mayor’s Office, City Council, and all City Departments, including the Newton Public Schools. The Law Department takes pride in producing high-quality legal work within an environment that values and actively encourages creativity and collaboration. Attorneys within the Law Department each have expertise and handle matters in particular areas of law – such as labor, land use, litigation, real estate, and education.  
Interview Date: January 26, 2024

**City of Somerville (Somerville, MA)**

Address: 93 Highland Avenue, Somerville, MA 02143

Website: https://somervillema.gov

Contact: Jason Piques, Assistant City Solicitor, jpiques@somervillema.gov

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter, resume, and writing sample*

Interview Date: January 25, 2024

**Committee for Public Counsel Services - *Public Defender Division* (Boston, MA )**

Address: 75 Federal Street, 6th Floor, Boston, MA 02110

Additional Locations: Statewide, MA

Website: https://www.publiccounsel.net/

Contact: Kuda Chidzonga, Talent Outreach Partner, kchidzonga@publiccounsel.net

Years: 3LD/4LE

Materials Requested*: submit personalized mission statement, resume, transcript, and writing sample*

Description: The Public Defender Division provides legal representation and advocacy to indigent clients who are charged with criminal offenses in both the District and Superior Courts. Public Defenders begin their work by representing clients who are charged with criminal offenses within the final jurisdiction of the District Court, including misdemeanors and felonies, see G.L. c.218, § 26, and some serious sexual offenses, and occasionally handle initial commitment proceedings under G.L. c.123, §§ 12(e), 35. After gaining experience on cases within the final jurisdiction of the District Court, it is expected that Public Defenders will represent clients in the Superior Courts and occasionally represent clients on interlocutory appeals, civil commitments, and certain collateral matters as permitted by a supervisor. It is also expected that Public Defenders, as they gain experience, will act as informal mentors and advisors to other staff attorneys in the office.

Hiring Criteria: Please find a full description at this link:

<https://careers-publiccounsel.icims.com/jobs/2453/2024-public-defender-division-trial-attorney---statewide-positions/job>  
Interview Date: January 25 and January 26, 2024

**Committee for Public Counsel Services, Children and Family Law Division (Boston, MA)**

Address: 75 Federal St 6th Floor, Boston, MA 02110

Additional Locations: Statewide offices (MA)

Contact: Kuda Chidzonga, Talent Outreach Partner, kchidzonga@publiccounsel.net

Years: 3LD/4LE

Materials Requested*: submit personalized mission statement, rsume, transcript, and writing sample*

Description: CAFL’s legal advocacy plays a critical role in cases that affect families. For a parent involved in a Care & Protection case, having a skilled CAFL lawyer may mean the difference between the family’s reunification and the termination of parental rights – the “death penalty of family law.” For a teenager who is the subject of a truancy Child Requiring Assistance case, CAFL’s advocacy may secure the special education services that enable the client to succeed in school and avoid being placed in a foster home. For siblings looking for stability after the court has freed them for adoption, a CAFL attorney will fight to ensure that they are provided a permanent home – one that allows them to stay together.

Hiring Criteria: For a full description, please go to the below link:

<https://careers-publiccounsel.icims.com/jobs/2454/2024-children-and-family-law-division-trial-attorney---statewide-positions/job>  
Interview Date: January 25 and January 26, 2024

**Community Legal Aid (Worcester, MA)**

Address: 370 Main Street 200, Worcester, MA 01608

Additional Locations: Springfield, MA, Fitchburg, MA, Pittsfield, MA, Northampton, MA

Website: http://www.communitylegal.org

Contact: Alicia Vaughan, Director of Human Resources, avaughan@cla-ma.org

Years: 1LD/2LE, 2LD/3LE, 3LD/4LE

Materials Requested: *submit cover letter and resume*

Description: Community Legal Aid (CLA) is the civil legal aid program serving the low-income and elderly residents of Central and Western Massachusetts. Through CLA’s effective advocacy in more than 8,000 cases each year, some of the most vulnerable residents of the region obtain safe and stable housing; access unemployment, disability and other benefits to stabilize their income; break free from domestic violence and other abuse and exploitation; and get needed services in school. In addition, CLA’s wholly-owned subsidiary, the Central West Justice Center (CWJC), specializes in cases involving humanitarian-based immigration relief.

CLA is looking for summer interns for 2024 and also has staff attorney opportunities for 3Ls who anticipate graduating in 2024. We pay our summer interns if they cannot receive summer stipends/funding from their law schools. Interns may conduct client interviews and advise clients with appropriate supervision; assist in preparing pleadings; research and draft briefs and other legal documents; assist in trial and/or hearing preparation; and attend community meetings, outreach events, and/or court and agency hearings with staff advocates. Special Note: Second- and third-year law students, if they obtain SJC Rule 3:03 certification, are able to represent clients in court under the supervision of an attorney.

The starting salary for staff attorneys is $71,500. In addition, CLA has a generous benefits package. Job duties for staff attorneys vary slightly based on their practice area; generally, staff attorneys interview clients and provide legal advice, information, referrals, and representation at administrative and judicial proceedings; perform legal research; negotiate with opposing parties; and participate in community and client education efforts.

Applicants should indicate whether they prefer any specific practice areas:

• Family Law: Assist clients, primarily survivors of domestic violence and sexual assault, with the full range of domestic relations cases, including divorce, restraining orders, child custody and parenting time, and child support.

• Elder Law: Assist clients age 60 or older with cases involving access to benefits and healthcare; consumer credit issues; elder abuse, including financial and physical abuse by caretakers and/or family members; housing issues; and family law issues.

• Immigration Law (CWJC): Assist immigrants in removal proceedings and help clients apply for relief under the Violence Against Women Act (VAWA) and for other forms of relief including U and T visas, Special Immigrant Juvenile Status, and asylum.

• Benefits Law: Assist clients with social security; cash assistance; SNAP (food stamps); and health care benefits.

• Employment Law: Assist low-wage workers with unemployment claims and with issues in the workplace involving compensation, leave, and discrimination.

• Re-entry Law: Assist formerly incarcerated persons overcome the barriers posed by their involvement with the criminal court system, including challenging housing and employment denials and sealing and expunging criminal records.

• Education Law: Assist children with special needs and other at-risk students access appropriate services in school; challenge expulsions and suspensions, including monitoring disproportionate discipline experienced by students of color; and work on systemic issues including language access for English Language Learners and their families.

• Housing and Homelessness Law: Assist advocates handling eviction defense, fair housing, shelter access, and subsidy access cases for tenants.

Interview Date: January 25 and January 26, 2024

**Connecticut Commission on Human Rights and Opportunities (Hartford, CT)**

Address: 450 Columbus Boulevard, Suite 2, Hartford, CT 06103

Contact: Michelle Dumas Keuler, Managing Director, michelle.dumaskeuler@ct.gov

Years: 2LD/3LE

Materials Requested: *submit cover letter and resume*

Description: The Commission on Human Rights and Opportunities, one of the oldest civil rights enforcement agencies in the United States, has openings for law student interns in its Legal Division, Executive Office and Office of Public Hearings. The Commission also has limited openings for college and motivated high school students in the Legal Division and in our Executive Office.

The Legal Division litigates complaints of employment, housing and public accommodation discrimination as well as whistleblower retaliation claims. The Legal Division represents also the agency in other matters at the trial and appellate levels in state (and occasionally federal) courts.

The Office of Public Hearings functions as a quasi-judicial body responsible for hearing and deciding discriminatory practice and whistleblower retaliation complaints.

The Executive Office consists of the agency's upper management: our Executive Director and Deputy Director. The Executive Office is responsible for policy making, legislative matters and education and outreach efforts.

Most internships are unpaid. The agency will have limited funds available for small student stipends.

INTERNSHIPS IN THE LEGAL DIVISION

The Legal Division operates as a governmental law office staffed by the 2 Managing Directors, 19 Human Rights Attorneys, four investigators, a paralegal and a secretary. The workload of the Division divides into three general areas: (1) preparing cases for hearing; (2) writing amicus curiae briefs or performing in-house administrative written work; and (3) mediating and investigating discriminatory practice and whistleblower retaliation complaints. Interns may concentrate in one area or any combination of areas, but normally see a bit of each during their summer. ***(A more detailed description can be found on Symplicity.)***

Interview Date: January 25, 2024

**Dept. of Developmental Services (Boston, MA)**

Address: 1000 Washington St., Boston, MA 02118

Website: https://www.mass.gov/orgs/department-of-developmental-services

Contact: Carol J. Coyne, Deputy General Counsel, carol.coyne@mass.gov

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit resume*

Interview Date: January 25, 2024

**Heisler & Feldman, P.C. (Springfield, MA)**

Address: 293 Bridge Street, Suite 322, Springfield, MA 01103

Website: https://www.hfmgpc.com/

Contact: Joel Feldman, Partner, jfeldman@hfmgpc.com

Years: 3LD/4LE

Materials Requested: *submit cover letter and resume*

Description: Heisler & Feldman, P.C. is a five attorney, private law firm committed to serving low income people in western Massachusetts. Members of the law firm have many years of legal services work and other public interest legal practice. We generally do not charge our clients for our services in advance.

Our practice is focused on four basic areas: plaintiff’s civil rights cases; tenant’s rights cases; employee’s rights cases and consumer’s rights cases. We do not represent both sides in our cases; we have chosen to represent those persons who traditionally have not had access to the services of private attorneys.

Our litigation docket is quite varied and includes complex class action litigation in federal court, state court appellate practice, and individual tenant representation in the state Housing Courts. We also engage in other advocacy to assist our clientele, including legislative lobbying and acting as “movement lawyers”, working with grassroots groups on discrete issues of importance to our clients.

DESCRIPTION OF JOB—We would like our associate to be someone who wants to plunge right in to the practice of “poverty law”, who wants to learn to be a litigator and advocate for poor people and who wants movement lawyering to be at the center of their practice.

SKILLS—The associate should be committed to social justice issues and committed to bettering the lives of low-income clients. The associate should also have some clinical experience, if possible, representing low-income clients. Writing and oral argument are major components of the work.

We would like our staff to reflect the community in which we work, and we prefer candidates who speak Spanish.

Hiring Criteria: Prefer Spanish speakers, candidates who have demonstrated public interest commitment, and candidates who wish to become "movement lawyers"

Interview Date: January 25, 2024

**Kids in Need of Defense**Address:  11 Beacon Street, Boston, MA 02108  
Contact:  Sarah Leidel, Esq., Staff Attorney, sleidel@supportkind.org  
Years:  1LD/2LE, 2LD/3LE  
Materials Requested:  *submit resume, cover letter, unofficial transcript and writing sample. You must also submit these three documents through their online internship posting website at https://supportkind.orgjoin-the-team/internships/*Description:  KIND seeks a Legal Intern, in the Bostonfield office, for the summersemester of 2024 (approximate start date is 5/28/2024) to support the released and/or detained programs in providing pro bono legal representation to unaccompanied children in immigration court proceedings, and/or before U.S. Citizenship and Immigration Services (USCIS), and/or state court proceedings. The exact hours and schedule will be discussed during interviews or prior to the start of the internship. The anticipated start date for this internship is May 28, 2024. KIND’s preference is for the intern to commit to**10** weeks for**30-40** hours. This internship is unpaid but may be pursued for academic credit. We are happy to assist with work-study and funding from external sources is welcomed.

**Essential Functions:**

* Supporting the direct representation of unaccompanied children: Prepare legal filings, such as motions, affidavits, briefs, and/or applications or petitions for relief including asylum; state court petitions in support of Special Immigration Juvenile Status (SIJS); SIJS petitions; U-visa petitions; T-visas applications; work authorization applications; and prepare for hearings or interviews before immigration court and/or U.S. Citizenship and Immigration Services (USCIS).
* Client Engagement: Schedule legal screenings with prospective child clients, adult sponsors, and/or other agencies; observe and conduct legal screenings; draft case summaries and routine client correspondences.
* Legal Research: Research current trends in immigration and family law, other federal laws that may affect unaccompanied children, and country conditions; and draft memoranda of law.
* Case Management: Maintain case data management system through data entry, such as tracking court hearing dates and deadlines case activities, client communications, and case referrals
* Develop Sample Materials: Prepare and update sample USCIS and immigration court filings, training materials, pro bono guides, and practice advisories.
* Programmatic Support: Participate in special projects for KIND attorneys and staff.
* Translation and Interpretation: Interpret at client meetings or legal screenings; and translate documents, such as birth, marriage, death certificates, client correspondences, or other Spanish-written documents.
* Meetings: Attend weekly virtual staff meetings, legal trainings, and presentations, if available.
* Community Outreach: Present Know Your Rights presentations at resource fairs, schools, and in other community settings.

Hiring Criteria:

* Must be currently enrolled in an accredited JD or LLM program.
* Fluency in Spanish and English (oral and written).
* Exceptional academic credentials, strong writing skills, and attention to detail.
* Experience in immigration and family law is strongly preferred.
* Experience working with children and survivors of trauma is preferred.
* Must be passionate about issues affecting unaccompanied immigrant children.
* Ability to work within an office environment and have regular interaction via telephone, videoconference, IM, and email with KIND's team.

Interview Date: January 26, 2024

**Lawyers for Civil Rights (Boston, MA)**

Address: 61 Batterymarch Street, 5th Floor, Boston, MA 02110

Website: http://www.lawyerscom.org

Contact: Sophia Hall, Staff Attorney, shall@lawyerscom.org

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter, resume, transcript, and writing sample*

Description: They are open to interviewing 3L candidates for a summer internship; however, this position does not carry the potential for future employment. Law student interns are assigned to work primarily with one of the following projects or initiatives:

- BizGrow

- HealthJustice

- Educational Justice

- Employment

- Housing

- Voting Rights

- Environmental Justice

Although assignments for each intern vary by project, students are generally asked to draft legal documents, write legal research memoranda, and conduct factual investigations. Legal interns work under the close supervision of experienced civil rights attorneys.

Hiring Criteria: Strong research and writing abilities, and a demonstrated commitment to civil rights and/or social justice.

Interview Date: January 25 and January 26, 2024

**Legal Services NYC (New York, NY)**

Address: 40 Worth Street, 6th Fl., New York, NY 10013

Contact: Ami Shah, Deputy Director of Citywide Housing, ashah@lsnyc.org

Years: 3LD/4LE

Materials Requested: *submit cover letter, resume, and writing sample*

Description: Legal Services NYC (LSNYC) fights poverty and seeks racial, social and economic justice for low-income New Yorkers. For over 50 years, we have challenged systemic injustices that trap people in poverty and provided legal services that help our clients meet basic needs for housing, income and economic security, family and immigration stability, education, and health care. Fluency or proficiency in either Spanish or a language other than English that is frequently used by our clients is preferred. ***(A more detailed description can be found on Symplicity.)***

Interview Date: January 26, 2024

**Massachusetts Advocates for Children (Boston, MA)**

Address: 25 Kingston Street, Second Floor, Boston, MA 02111

Website: http://www.massadvocates.org

Contact: Janine A. Solomon, Managing Attorney/Senior Project Director, jsolomon@massadvocates.org

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter, resume and writing sample*

Description: Massachusetts Advocates for Children seeks a committed, compassionate, and detail-oriented legal intern to work with MAC’s special education advocacy team no less than ten continuous, full-time weeks during summer 2024. Case work and systemic advocacy will be focused on issues such as addressing the needs of students of color disproportionately impacted by the pandemic; supporting parents in obtaining special education and English Learner instruction and supports; addressing unlawful school exclusion through punitive discipline and other forms of excluding or pushing students out; connecting families with community and school-based mental health supports as needed. Recent interns have worked on wide-ranging projects, from data analysis on racial inequities experienced by youth with disabilities, drafting testimony for legislative hearings, drafting comprehensive legal research memos on novel areas of the law, case advocacy (drafting complaints, advising families and youth calling our Helpline, etc.).

Hiring Criteria: We seek to work with a legal intern who has a passion for MAC’s mission and an understanding of the need to achieve equity in public education, including and understanding from lived experience. Knowledge of student discipline and special education law and/or familiarity with inequities in public education; relevant advocacy experience preferred. Bilingual or multilingual preferred.

Interview Date: January 25 and January 26, 2024

**Massachusetts Appleseed Center for Law and Justice (Boston, MA)**

Address: 44 School Street, Suite 415, Boston, MA 02108

Website: http://www.massappleseed.org

Contact: Kayla Pulliam, Staff Attorney, kayla@massappleseed.org

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter, resume, and writing sample*

Description: Massachusetts Appleseed Center for Law and Justice (MA Appleseed) is seeking a law student intern for the spring 2024 semester.

Massachusetts Appleseed Center for Law and Justice is a non-profit organization driven by a mission to promote equal rights and opportunities for Massachusetts residents by developing and advocating for systemic solutions to social justice issues. Our projects seek systems-level change so all Massachusetts families and youth can exercise their legal rights, build pathways out of poverty and crisis, and thrive. We accomplish this through multiple strategies, including policy analysis and research, coalition building, education and training, community organizing, and advocacy. ***(A more detailed description can be found on Symplicity.)***

Interview Date: January 25 and January 26, 2024

**Massachusetts Attorney General's Office (Boston, MA)**

Address: One Ashburton Place, Boston, MA 02108

Contact: Lilian Acosta, Deputy Director of Human Resources, lilian.acosta@mass.gov

Years: 1LD/2LE, 2LD/3LE

Materials Requested*: submit Personal Statement (include any personal experiences you wish to share related to the mission of the Attorney General’s Office), resume, and transcript*

Description: The 2024 Summer Legal Intern Program is a 10-week, full-time program for students completing their 1L or 2L years of law school. The 2024 Summer Legal Intern Program will run from Tuesday, May 28, 2024 through Friday, August 2, 2023. The program offers an invaluable learning opportunity for selected law students and includes a structured program of trainings, events, and activities. Students apply to the program and, taking into account their placement preferences, are assigned to a particular division within the office. While here, students develop their legal skills and perform substantive work that contributes to the mission of the AGO. Internships are on an unpaid basis, although some students are able to obtain funding through their law schools or other funding sources.

Interview Date: January 25 and January 26, 2024

**Mental Health Legal Advisors Committee (Boston, MA)**

Address: 100 Hancock Street, 10th Floor, Suite 1002, Quincy, MA 02171

Contact: Lauren Roy, Staff Attorney, lroy@mhlac.org

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter and resume*

Description: Internship Opportunity: Mental Health Legal Advisors Committee

MHLAC is a Massachusetts poverty law agency that offers free legal assistance to poor people with mental health challenges throughout the Commonwealth. Its priority is to address those concerns that are most closely related to clients’ ability to live full and independent lives free of discrimination. MHLAC receives nearly 2500 requests for assistance annually and focuses resources on systemic issues that affect significant numbers of clients in common, with a special emphasis on problems faced by those disadvantaged not only by real or perceived mental illness but also prejudice based on race, ethnicity, gender, or sexual orientation. When an issue is identified, MHLAC staff are flexible in their approach, and may choose any of a number of tactics; the selection depending on which are most likely to generate positive systemic change. These include class action and targeted individual litigation, or legislative, administrative, and public advocacy; alone or in combination. ***(A more detailed description can be found on Symplicity.)***

More information about MHLAC can be found on our website at, www.mhlac.org, including, at http://mhlac.org/what-we-do/, a full description of MHLAC’s overall approach and strategic priorities in specific substantive areas. Interested interns can also call or email Lauren Roy at 617-338-2345, ext. 126 or lroy@mhlac.org or Phil Kassel, 617-338-2345, ext. 123 or pkassel@mhlac.org.

Interview Date: January 25 and January 26, 2024

**MetroWest Legal Services**

Address: 63 Fountain Street, Framingham, MA 01702

Contact: Lisabeth Jorgensen, Supervising Attorney, ljorgensen@mwlegal.org

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter and resume*

Description: Law Student Intern

Interview Date: January 25, 2024

**Miami-Dade County Public Defender's Office (Miami, FL)**

Address: 1320 NW 14 Street, Miami, FL 33125

Website: http://www.pdmiami.com

Contact: Guy Robinson, General Counsel and Recruitment Director, grobinson@pdmiami.com

Years: 3LD/4LE

Materials Requested*: submit cover letter and resume; requested but not required that you go to their website at www.pdmiami.com and fill out an attorney employment application*

Description: The public defender is an elected official who has a constitutional duty to provide legal representation to people in danger of losing their liberty and who cannot afford to hire a private attorney. To carry out his constitutional duty, the public defender is assisted by assistant public defenders.

Hiring Criteria: The Miami-Dade, FL PD prefers applicants who have participated or plan to participate in a law school practice program. A law school practice program is an externship, clinic or similar program that allows students to provide direct representation in litigation to individuals or entities for academic credit.

Interview Date: January 25, 2024

**Middlesex County District Attorney's Office (Woburn, MA)**

Address: 15 Commonwealth Avenue, Woburn, MA 01801-5194

Website: http://www.middlesexda.com

Contact: Julie Brajak, Administrative Assistant, julie.brajak@state.ma.us

Years: 1LD/2LE, 2LD/3LE, 3LD/4LE

Materials Requested: *submit cover letter and resume*

Description: The Middlesex District Attorney’s Office serves the most populous county in New England, covering 54 diverse cities and towns. We prosecute more than 39,000 cases a year in 12 district courts, 4 juvenile courts, and 2 superior courts.

Our core mission is to protect and serve the people who work, live, and raise their families in Middlesex County. Assistant District Attorneys, Victim Witness Advocates, Paralegals, and other talented professionals pursue this mission through exhaustive investigations, unassailable prosecutions, and compassionate victim advocacy.

We are also committed to innovative crime prevention and intervention initiatives. Our staff partners with community groups, social service providers, medical professionals, private industry leaders, and law enforcement officers to address a variety of public safety issues.

Position Summary

Assistant District Attorneys (ADAs) are appointed by the District Attorney to represent the Commonwealth of Massachusetts in criminal proceedings in Middlesex County. They are responsible for all pre-trial, trial, and post-conviction matters in assigned cases.

ADAs prosecute a range of misdemeanor and felony cases in the Juvenile, District and Superior Courts. They represent the Commonwealth in bail arguments, substantive motions, plea negotiations, both jury and jury-waived trials, and appellate proceedings

Internships:

Law Student

The student legal intern will assist Assistant District Attorneys with legal research, writing, and trial preparation. Student interns may also assist with legislation and policy matters.

3:03 Interns

As a certified student practitioner, the intern will represent the Commonwealth of Massachusetts during court proceedings (e.g. arraignments, bail hearings and motion hearings); be assigned legal research & writing projects; and assist with discovery and trial preparation. (Students who have completed their second year of law school, who have been certified under SJC Rule 3:03, will be placed in the Juvenile and District Courts as student practitioners.)

Interview Date: January 25, 2024

**New Hampshire Commission for Human Rights (Concord, NH)**

Address: 2 Industrial Park Drive, Concord, NH 03301

Website: http://www.nh.gov/hrc

Contact: Sarah Burke Cohen, Assistant Director, sarah.e.burkecohen@hrc.nh.gov

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter, resume, and writing sample*

Description: The New Hampshire Commission for Human Rights is a state agency established by RSA 354-A for the purpose of enforcement of the law against discrimination in employment, public accommodations and the sale or rental of housing or commercial property, because of age, sex, sexual orientation, gender identity, race, creed, color, marital status, familial status, physical or mental disability or national origin. The Commission has the power to receive, investigate and make findings on complaints of illegal discrimination and to hold public hearings. In addition, the Commission is committed to eliminating discrimination through outreach, training, research and education.

Interns at the Commission will be involved with every aspect of Commission cases from intake to closing. See attachment on Symplicity for further details.

Interview Date: January 25 and January 26, 2024

**New Hampshire Department of Justice, Office of the Attorney General (Concord, NH)**

Address: 33 Capitol Street, Concord, NH 03301

Website: http://doj.nh.gov

Contact: Sean R. Locke, Assistant Attorney General, sean.r.locke@doj.nh.gov

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter, resume, transcript and writing sample*

Description: The New Hampshire Department of Justice hires summer interns for all of its bureaus: civil, criminal justice, consumer protection, environmental protection, transportation and construction, Medicaid fraud control, and charitable trusts. Interns have opportunities to assist with legal research and writing, observe legal proceedings, attend meetings and participate in a variety of activities in the department. The summer internship program includes invaluable learning opportunities such as trainings, events, and other activities. We strive to make our internships valuable and rewarding for the law students who join us.

Any law students interested in applying for a summer internship should submit a resume, cover letter, and transcripts. Please include in your cover letter any bureaus, units, or areas of law in which you are interested (i.e. the Civil Bureau, litigation, criminal law, etc.).

Interview Date: January 25, 2024

**New York City Law Department (New York, NY)**

Address: 100 Church St., Fl 4, New York, NY 10007-2668

Website: http://www.nyc.gov/law

Contact: Stuart Smith, Director of Legal Recruitment, recruitment@law.nyc.gov

Years: 1LD/2LE, 2LD/3LE, 3LD/4LE

Materials Requested: *submit cover letter and resume*

Description: Every day the New York City Law Department's approximately 850 lawyers and 750 support professionals work collaboratively to pursue justice while providing the City with the highest quality legal representation. The Law Department represents the City, the Mayor, other elected officials, and the City's many agencies in all affirmative and defensive civil litigation, as well as juvenile delinquency proceedings brought in Family Court and Administrative Code enforcement proceedings brought in Criminal Court.

The Law Department offers excellent opportunities to current and graduating law students. Each year, the agency hires approximately 50 students for our 9-week summer honors internship program. While the Law Department is typically able to pay our Summer interns and provide free housing for out-of-town summer interns, due to anticipated budgetary constraints, we anticipate that our Summer 2024 interns will be unpaid and we will not be able to provide housing for out-of-town interns. The Law Department makes offers of post-graduate employment to its second-year summer interns based on their performance during the summer. The Law Department hires approximately 40-80 entry-level attorneys each year. These new attorneys receive unparalleled, hands-on legal experience in a supportive learning environment. New attorneys attend extensive orientation and training programs. They then take responsibility for their own matters, supervised closely by experienced attorneys.

What we seek –

The Law Department looks for candidates who are committed to public service, pursuing justice and serving the common good. To best serve the City we represent, the Law Department seeks individuals from a variety of backgrounds who can bring different perspectives to contribute to the work of the office. The Law Department also seeks candidates who want to contribute to a work environment that values teamwork, inclusion and respect. Finally, as many of our entry-level attorneys work in litigating divisions, the Law Department seeks candidates who have experience in moot court, trial advocacy, debate, public speaking, or litigation/mediation clinics or internships.

Interview Date: January 25, 2024

**New York State Offices of the Inspector General (Albany, Buffalo, & New York, NY)**

Address: Empire State Plaza, Agency Building 2, 16th Floor, Albany, NY 12223

Additional Locations: Regional Offices in - New York City, Albany, Buffalo, Syracuse, and Hauppauge Long Island

Website: https://ig.ny.gov

Contact: Emily Logue, Chief Counsel, emily.logue@ig.ny.gov

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter, resume, transcript and writing sample*

Description: Come join the team at the Offices of the New York State Inspector General as a Summer Law Fellow!

A Summer Fellowship at the Offices of the New York State Inspector General (OIG) offers law students a unique opportunity to learn about New York State government as you work alongside OIG Investigative Counsels, Investigators and Auditors, investigating complaints of corruption, fraud, criminal activity, conflicts of interest, and abuse in the state’s executive branch agencies and related entities.

We are seeking highly motivated and detail-oriented law students who love a challenge, work well as part of a team, bring a fresh perspective and innovative solutions to the table, and are passionate about our core mission of enhancing integrity, transparency, and accountability in our state government.

The program offers substantive legal tasks that give participants a true look into the work of the office and allows them to not only have hands on experiences, but also to demonstrate their writing, analytical and advocacy skills. To expose law students to various aspects of state government, OIG also conducts a variety of informational programs throughout the summer, including a weekly Lecture Series, Roundtable Lunches, and field trips.

Summer Fellows will be responsible for assisting with investigations by conducting research on a wide variety of legal issues, compiling, and analyzing documents, drafting, and editing legal memoranda, proofreading and cite checking letters and reports, drafting correspondence to other state, local, and federal agencies and assisting investigators, attorneys, and auditors with other miscellaneous tasks. A key objective is for law students to finish the summer with a professional writing sample.

Details of Program

The Summer Law Fellowship runs for eight weeks between June 10, 2024, and August 2, 2024. OIG is looking to place law fellows to work alongside our dedicated teams in one of our regional offices located in New York City, Albany, Syracuse, Buffalo or Long Island. While the Law Fellow placed in Syracuse will spend a majority of their time in the Syracuse Office, some travel to the Buffalo Regional office may be necessary in order to participate in field trips and other statewide training. Though the Summer Fellowship program is unpaid, in the past, fellows have arranged for work-study funding and public interest stipends to offset expenses. Additionally, fellows may seek course credit from their respective institutions, where permitted.

Candidates from diverse backgrounds are encouraged to apply. OIG is an equal opportunity employer and is committed to workplace diversity.

Interview Date: January 25, 2024

**Planned Parenthood League of Massachusetts (Boston, MA)**

Address: 1055 Commonwealth Avenue, Boston, MA 02215

Website: https://www.plannedparenthood.org/planned-parenthood-massachusetts

Contact: MaryRose Mazzola, Director, mmazzola@pplm.org

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter, resume, and writing sample*

Description: The ASPIRE Center for Sexual & Reproductive Health (Advancing Science and Practice through Innovations in Research and Education) at Planned Parenthood League of Massachusetts (PPLM) seeks a summer legal intern to support the Center’s legal research efforts. The intern will primarily focus on conducting legal research, drafting legal memoranda, and helping create an outreach/advocacy strategy for the research. Previous legal research projects have focused on parental involvement laws/judicial bypass for minors, crisis pregnancy center regulation, and the advance provision of medication abortion.

SCHEDULE: flexible schedule of 20-40 hours/week

COMPENSATION: $15/hour

QUALIFICATIONS:

• Demonstrated strength in legal research, analysis, writing and oral presentation.

• Prior experience/coursework in sexual and reproductive health and rights.

• Strong organizational skills and attention to detail, with the ability to manage multiple tasks under pressure.

• Excellent interpersonal, verbal and written communication skills.

• Demonstrated ability to work with people of different races, ethnicities, sexual and gender identities and expressions, ages, abilities, and experiences.

• A commitment to PPLM’s mission and values.

Interview Date: January 25, 2024

**Plymouth County District Attorney's Office (Brockton, MA)**

Address: 166 Main Street, Brockton, MA 02301

Additional Locations: Plymouth County

Website: http://www.mass.gov/da/plymouth

Contact: Lynn Mahon, Human Resources Generalist, lynn.mahon@mass.gov

Years: 3LD/4LE

Materials Requested: *submit cover letter, resume, transcript, and writing sample*

Description: The Assistant District Attorney – District Court is an Assistant District Attorney under the general supervision of the Lead Assistant District Attorney of District Court. The Assistant District Attorney – District Court represents the Commonwealth in accordance with the District Attorney’s statutory authority in the various courts in Plymouth County, the Supreme Judicial Court, the Supreme Judicial Court for Suffolk County, the Appeals Court, and courts in other counties.

The Assistant District Attorney – District C is an employee of the Commonwealth of Massachusetts and serves at the pleasure of the District Attorney. The Senior Supervising Attorney’s position is covered under the provisions of G.L. c. 268B.

QUALIFICATIONS:

• Strong written and oral advocacy skills

• Requires excellent communication skills and the ability to foster a positive, collaborative working environment

• Ability to prioritize time sensitive matters and ensure all deadlines are met

• Self-starter with the following attributes: sharp attention to detail, ability to exercise discretion with confidential information, ability to contribute and work as part of a team, positive attitude, and willingness to learn new processes and adapt to new guidelines as needed

• Juris Doctorate and license to practice in MA

DUTIES AND RESPONSIBILITIES:

• Represent the Commonwealth at all stages of criminal prosecution in District Court. This includes, but is not limited to:

• Handling arraignments and corresponding motions such as bail requests, conditions of release, dangerousness hearings, and bail revocation hearings as appropriate.

• Conducting pre-trial hearings, conferences and litigating evidentiary and non-evidentiary motions such as motions for discovery and motions to suppress.

• Work closely with colleagues, victim witness advocates, law enforcement, court personnel, the defense bar, criminal justice agencies, community partners, and the public to ensure successful, holistic approach to prosecution that balances the safety and well-being of the victims, defendants, and communities we serve.

• Attend meetings with our community and law enforcement partners.

• Review charging decisions made by law enforcement agencies and make appropriate recommendations and changes as needed.

• Review evidentiary reports, identify, and interview victims and witnesses, prepare discovery, and provide discovery to defense counsel.

• Review case files, applicable statutes and case law, victim information and input, and determine an appropriate recommendation for case resolution. Conference the same with defense counsel.

• Keep abreast of court decisions and legislation affecting Massachusetts law and prepare written memoranda where appropriate.

• Understand applicable rules, laws, and guidelines, including the Rules of Criminal Procedure, the Massachusetts Guide to Evidence, and the mandates of the Victims’ Bill of Rights.

• Interact with victims, defendants, families, and witnesses with kindness and professionalism.

• Ability to manage crises and excel in high-stress, dynamic, and fast-paced environment while exhibiting a calm, professional demeanor.

In addition to these above responsibilities the Assistant District Attorney – District Court is required:

• To be familiar with and to follow the provisions of the Plymouth District Attorney’s Office Personnel Policies

• To participate in trainings relevant to Office functions

• Collaborate with peers to maximize productivity and produce the highest outcomes

• To communicate with or provide timely notification to Office staff, police, and other interested parties, as permitted and/or required by law

• To interact in a respectful and professional manner with the public, judicial and law enforcement personnel, and Office staff

• To complete work assignments in a timely manner

• To complete general administrative duties to include, filing, faxing, photocopying, etc.

• Perform any other duties at any jobsite as may from time to time be assigned to her/him by the District Attorney, or the First Assistant District Attorney or other designee of the District Attorney

Interview Date: January 25 and January 26, 2024

**Queens District Attorney’s Office (Kew Gardens, NY)**

Address: 125-01 Queens Blvd, Kew Gardens, NY 11415

Contact: Meredith Goldstone Pinker, Assistant Recruitment Coordinator, mgolfstonepinker@queensda.org

Years: 3LD/4LE

Materials Requested: *submit cover letter, resume, transcript and references*

Interview Date: January 25, 2024

**Rhode Island Attorney General's Office (Providence, RI)**

Address: 150 South Main Street, Providence, RI 02903

Website: https://www.riag.ri.gov

Contact: Rose Andriole, Internship Program Coordinator, randriole@riag.ri.gov

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter, resume, and writing sample*

Description: The Summer Legal Intern Program is a 10-week, full-time program for students completing their first and second years of law school. Law students who participate in the competitive, structured program benefit from an exceptional legal experience and invaluable exposure to the demands and rewards of public service. Interns can expect challenging legal research and writing assignments and even courtroom appearances alongside supervising attorneys. The Program provides regular professional development opportunities including trainings, events, and networking activities. Internships are unpaid and accepted students are encouraged to pursue funding through their law schools or other funding sources. The Attorney General’s Office has a wide-range of responsibilities and, taking into account placement preferences, accepted students are assigned to a particular division within the office.

Interview Date: January 25, 2024

**Rhode Island Public Defender (Providence, RI)**

Address: 160 Pine Street,Providence, RI 02903

Website: http://www.ripd.org

Contact: Kara Maguire, Chief, kmaguire@ripd.org

Years: 2LD/3LE

Materials Requested: *submit cover letter and resume*

Description: Rhode Island has a liberal student practice rule (Article II, Rule 9 of the Supreme Court Rules) and select law students with a demonstrated interest in representing indigent clients are welcome to apply to become Rule 9 courtroom advocates. Senior law students who are selected to be courtroom advocates will serve as advocates for select Public Defender clients in the Office's misdemeanor unit. Each courtroom advocate is assigned to a particular attorney who supervises the student's handling of a limited portion of that attorney's caseload. Students may be placed in Providence County or Kenty County (Warwick, RI).

Hiring Criteria: Required: Senior students eligible to be courtroom advocates are those who have successfully completed at least three semesters of law school and who are either currently enrolled in, or have completed, evidence and/or a trial practice course.

Interview Date: January 26, 2024

**Riverside County District Attorney's Office (Riverside, CA)**

Address: 3960 Orange Street, Riverside, CA 92501

Additional Locations: • City of Riverside (our largest office located in county seat)

• City of Indio (near Palm Springs, Coachella, Stagecoach, etc.)

• City of Murrieta (in Temecula Wine Country)

• City of Banning (our fastest growing area within the county)

• City of Blythe

Website: https://www.rivcoda.org

Contact: Michael Romney, Senior Deputy District Attorney, externshipprogram@rivcoda.org

Years: 1LD/2LE, 2LD/3LE

Materials Requested*: submit cover letter and resume*

Description: Riverside County is the 10th most populous county in the nation. The District Attorney for Riverside County is the primary prosecution agency for approximately 2.4 million residents. The Riverside County District Attorney’s Summer Externship program offers a unique opportunity for future prosecutors to be exposed to true prosecution work. We offer over a week of intensive training in prosecutorial ethics, legal research and writing, and oral advocacy. 1L externs handle a wide variety of true legal research and writing assignments on real cases. 1L externs also participate in an oral advocacy training track program. While our 1L summer class is a non-paid externship, our 2L summer class is a paid externship. 2L externs must be certified by the California State Bar. Our 2L externs work on a wide variety of cases and handle preliminary hearings, evidentiary motions, case negotiations, and many complete jury trials as first chairs (all in accordance with the California State Bar’s requirements for practical training of law students).

Interview Date: January 25, 2024

**Riverside County District Attorney's Office (Riverside, CA)**

Address: 3960 Orange Street, Riverside, CA 92501

Additional Locations: • City of Riverside (our largest office located in county seat)

• City of Indio (near Palm Springs, Coachella, Stagecoach, etc.)

• City of Murrieta (in Temecula Wine Country)

• City of Banning (our fastest growing area within the county)

• City of Blythe

Website: https://www.rivcoda.org

Contact: Michael Romney, Senior Deputy District Attorney, externshipprogram@rivcoda.org

Years: 3LD/4LE

Materials Requested*: submit cover letter and resume*

Description: The County of Riverside District Attorney has various internship opportunities to work under the supervision of a Deputy District Attorney. Applicants must be certified by the California State Bar, allowing them to make appearances in court with the supervision of a Deputy District Attorney.

The County of Riverside District Attorney Internship will be based out of Riverside with a flexible work week that may consist of approximately 15 to 40 hours per week. The selected candidates can anticipate an internship that may span from 6 months to one year in length.

EXAMPLES OF ESSENTIAL DUTIES

Assist with case preparation including, but not limited to witness contact; victim contact; evidence preparation; attending and appearing on the record in court; preparing motions; working in the case management system; and other case related duties.

MINIMUM QUALIFICATIONS

Education: Applicants must be currently enrolled/attending school in a Juris Doctorate program at an accredited college or have recently graduated from a Juris Doctorate program within the past twelve (12) months.

Note: The Riverside County District Attorney is currently recruiting post-bar interns (law clerks) for the Spring and Fall of 2023, with the possibility for applicants to ultimately become entry-level prosecutors upon successfully passing the California bar exam. Individuals that are in their final year of law school or that have recently graduated and will be taking the California Bar Exam for the first time in either February or July of 2023 are eligible to apply. Positions are available at every office location throughout Riverside County with special consideration being given to filling vacancies in the Coachella Valley Office and the Colorado River Office.

Areas of Study: Juris Doctorate

Required Experience, Knowledge, Abilities: Basic knowledge of the California rules of evidence, ethics, and criminal procedure. Ability to read, understand, and analyze legal documents (e.g., courtroom transcripts, pleadings, police reports, expert witness reports, statutory and non-statutory legal motions, affidavits, arrest and search warrants, court orders, statutes, appellate case law, and jury instructions) related to criminal prosecution. Knowledge and the ability to conduct legal research to prepare written reports and draft various legal documents (e.g., opinions, pleadings, briefs, and points and authorities). Ability and skill to effectively communicate with witnesses, defendants, law enforcement personnel, investigators, attorneys, and other interested parties regarding cases and must be able to speak articulately as a courtroom advocate on behalf of the District Attorney. Must be able to work and collaborate as part of a prosecution team.

Desired Experience, Knowledge, Abilities: Knowledge of discovery obligations as a prosecutor and the process of obtaining and disclosing discovery in a timely manner. Ability to prepare and organize extensive legal discovery, evidence, and exhibits to be presented in court. Ability and skill to prepare and conduct preliminary hearings. Ability and skill to present misdemeanor trials to a jury or judge and argue contested motions. Able to devise trial strategy, recognize factual, ethical, and legal issues in a case. Ability to negotiate with defense attorneys regarding the disposition and modification of charges in a case.

Interview Date: January 25, 2024

**Social Security Administration**  
Address: Office of the General Counsel, 15 Sudbury Street, JFK Federal Building, Room 625, Boston, MA 02203  
Contact: Karla Gwinn, Supervising Attorney, Office of Program Litigation – 1, [ogc.oplit.div1.recruitment@ssa.gov](mailto:ogc.oplit.div1.recruitment@ssa.gov)  
Years: 2LD/3LE, 3LD/4LE  
Materials Requested: *submit resume, unofficial transcript and writing sample*  
Description: WHY SSA: Social Security touches the lives of millions, providing vital services and a social safety net through disability, retirement, and survivor benefits. Our Office of the General Counsel (OGC) is a modern public service law office with a highly skilled, engaged, and diverse workforce. We strategically manage a large national workload through effective collaboration & coordination.

WHY BECOME AN OGC SUMMER LAW CLERK: OGC’s summer law clerks will be assigned to OGC’s Office of Program Litigation (OPLit) which promotes, advocates for, and protects SSA’s legal interests in federal court litigation involving Social Security benefit programs. OPLit attorneys represent SSA in federal district and circuit court appeals that challenge SSA policies and benefit determinations. This appellate-style litigation requires strong writing aptitude and an understanding of administrative law. OPLit attorneys partner with the Department of Justice and often serve as Special Assistant U.S. Attorneys.

Through one-to-one mentoring and small group trainings, interns will receive strategic training on SSA regulations and federal case law regarding Social Security’s disability programs, as well as experience in written advocacy. At the conclusion of the internship, interns will have several federal court writing samples for future use. OGC law interns will also be exposed to the full range of practice areas within OGC, including employee and labor relations, privacy and disclosure, and bankruptcy. OGC offers a collegial environment in which our attorneys collaborate to share their expertise with each other, and our summer law interns. The internship is unpaid.

Hiring Criteria: Demonstrated strength in legal research and writing; knowledge of administrative law; commitment to public service, federal sector.  
Interview Date: January 25, 2024

**State Attorney's Office, 20th Judicial Circuit of SWFL (Fort Myers, FL)**

Address: 2000 Main Street, Fort Myers, FL 33901

Website: https://www.SAO20.org

Contact: Jackie Smith, Administrative Assistant, jasmith@sao20.org

Years: 1LD/2LE, 2LD/3LE, 3LD/4LE

Materials Requested: *submit cover letter, resume, and transcript*

Description: The Office of the State Attorney for the Twentieth Judicial Circuit serves Charlotte, Collier, Glades, Hendry, and Lee Counties in Southwest Florida. Jurisdiction covers over 5,400 square miles - making it the largest geographic circuit in the state.

We are the primary prosecuting agency in the circuit. All arrests made by law enforcement are reviewed by our office for legal sufficiency and a formal filing decision.

Currently we have over 100 Assistant State Attorneys and a total staff of approximately 300 employees. Assistant State Attorneys must be comfortable with the use of technology – including electronic files.

The Office of the State Attorney for the Twentieth Judicial Circuit is an equal opportunity employer and supports a Drug Free Workplace. A comprehensive benefits package including health, life and disability insurance is provided.

Assistant State Attorney’s: The starting entry level salary for an Assistant State Attorney is $72,000.

An ASA has 4 main responsibilities: 1) to review information provided by law enforcement and determine whether there is sufficient evidence to support criminal charges, and if so, what charge(s) is/are appropriate; 2) to prepare for and conduct motions hearings; 3) to assess cases and determine what a fair and just resolution would be; and, 4) to try those cases which do not resolve. Initially, ASAs start in county court, handling misdemeanor cases. There is an eleven part trial practice series for all new ASAs.

Interns: If applying for a summer internship the focus is on experiencing the courtroom and all of its components, as well as seeing the inner workings of a SAO. There are multiple units from homicide and economic crime to mental health and drug court. The SAO has a special victims’ unit as well as a firearms unit. If participating as a CLI, you will speak in court and try cases—always with an ASA assisting. During the summer, interns tour the local jail, engage with latent print analysts, learn about human trafficking and mental health/drug court and so much more.

Hiring Criteria: Moot Court and Trial Team preferred but not required

Interview Date: January 25, 2024

**Suffolk County District Attorney’s Office (Boston, MA)**Address:  One Bulfinch Place, Suite 300, Boston, MA 02114  
Contact:  Loyalty Cannon, Admin. Assistant/Intern Coordinator, [loyalty.cannon@mass.gov](mailto:loyalty.cannon@mass.gov)  
Years:  1LD/2LE, 2LD/3LE  
Materials Requested: *submit resume, cover letter and writing sample. The cover letter and writing sample are required from 2Ls.*  
Description:  Legal interns assist prosecutors in Suffolk Superior Court.  Interns typically research and write memoranda; assist with discovery; perform administrative duties, such as filing and scanning; provide general trial support; and attend trials, hearings and depositions.     
All qualified applicants must be students in an accredited law school, have a strong commitment to the public interest sector, and a strong academic record.  Ideal candidates must possess a strong work ethic and a deep passion for serving the interest of justice through written and oral advocacy.  Students must also possess a capacity for fairness and understanding of the uniquely sensitive and confidential nature of the professional services provided by the office.  
All legal internships are unpaid; however, many interns work for academic credit or obtain outside fellowship support, and we will assist students with any paperwork should either opportunity present itself.   
Interview Date:  January 25, 2024

**Town of Braintree (Braintree, MA)**

Address: 1 John F Kennedy Memorial Drive, Braintree, MA 02184

Website: https://www.braintreema.gov/

Contact: Crystal Huff, Assistant Town Solicitor, chuff@braintreema.gov

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter, resume, transcript and writing sample*

Description: The Town of Braintree is seeking a legal intern for Summer 2024. The intern will have opportunity to develop and refine legal skills while performing substantive work in support of providing the Town legal services. Representative areas of practice include land use and environmental law, construction litigation, labor and employment law, and other matters associated with municipal law. There will be opportunity to attend hearings and Town Council meetings.

Interview Date: January 25, 2024

**US Attorney’s Office, District of Vermont (Burlington, VT)**Address:  11 Elmwood Avenue, Burlington, VT 05402  
Contact:  Benjamin Gerace, Human Resources Specialist, [USAVT.Employment@udoj.gov](mailto:USAVT.Employment@udoj.gov)  
Years:  1LD/2LE, 2LD/3LE  
Materials Requested: *submit resume, cover letter, writing sample, references and your most recent academic transcript*  
Description:   Student interns are afforded the opportunity to participate in the wide range of work performed by our Assistant United States Attorneys. Intern assignments can include assisting in trial preparation, participating in witness interviews or civil depositions, and legal research and writing. Summer interns are also strongly encouraged to observe hearings and trials in the District Court. Additionally, the program will include intern attendance at weekly AUSA “brown bag” lunch trainings with speakers on a variety of topics. As a result, the interns become familiar with the Federal Rules of Civil and Criminal Procedure, the Federal Rules of Evidence, and the local rules of practice for the Vermont United States District Court.  
Hiring Criteria: Applicants must be U.S. citizens. Residency Requirement: For a total of three years (not necessarily consecutive years) of the past five years immediately prior to applying for a position, the applicant must have: 1) resided in the United States; 2) worked for the U.S. overseas in a federal or military capacity; or 3) been a dependent of a federal or military employee serving overseas. The Residency Requirement ensures an adequate background investigation can be completed. Due to the sensitive nature of the work performed by the Office, all offers to candidates are conditioned upon the successful completion of a required background investigation. Interns are not permitted to work in a legal capacity - private or public - during the internship.  
Interview Date:  January 25, 2024

**U.S. Attorney's Office, Criminal Division (Boston, MA)**

Address: One Courthouse Way, Suite 9200, Boston, MA 02210

Website: https://www.justice.gov/usao-ma/careers

Contact: Leah Foley, Assistant U.S. Attorney, leah.foley@usdoj.gov

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter, resume, transcript, and writing sample*

Description: Summer internship in the Criminal Division of the U.S. Attorney's Office in Boston. Summer interns assist prosecutors in all aspects of investigations, prosecutions, and trials. Interns conduct research and draft memoranda, motions, and other pleadings and assist in preparing for court hearings and trials. Interns are encouraged to attend ongoing hearings and trials throughout the summer. The internship is designed to give interns a full understanding of how federal criminal investigations and prosecutions are conducted.

Hiring Criteria: Applicants should be strong writers, self-motivated, and have an interest in federal criminal practice.

Interview Date: January 25, 2024

**U.S. Department of Education, Office for Civil Rights (Boston, MA)**

Address: 5 Post Office Square, 8th Floor, Room 800, Boston, MA 02109

Contact: Paul Easton, Supervisory General Attorney | Program Manager, paul.easton@ed.gov

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit resume and transcript*

Description: Summer 2024 internship with the U.S. Department of Education’s Office for Civil Rights (OCR) in Boston. This is a 10-week unpaid placement, and all offers are contingent upon a security clearance.

Interview Date: January 25 and January 26, 2024

**U.S. Department of Labor, Office of the Solicitor (Boston, MA)**

Address: JFK Federal Building, Room E-375, Boston, MA 02203

Website: http://www.dol.gov/sol

Contact: Christine Collins, Senior Trial Attorney/Intern Coordinator, collins.christine@dol.gov

Years: 2LD/3LE

Materials Requested: *submit cover letter, resume, transcript, and writing sample*

Description: The Solicitor’s Office of the U.S. Department of Labor accepts student volunteers at its downtown Boston office. The thirty lawyers of the Boston office provide trial litigation and general legal services to the Department of Labor throughout New England. Major litigation areas include federal district court actions under the Employee Retirement Income Security Act and the Fair Labor Standards Act, as well as administrative proceedings under the Occupational Safety and Health Act and the Immigration and Nationality Act. Our interns are unpaid student volunteers who will be introduced to the operation of a government legal office, become familiar with civil litigation practice in a government setting, and be exposed to the diverse Department enforcement programs as caseloads permit. Compensation of at least $15 (fifteen dollars) per hour, through law school or other public interest funding or course credit/academic approval, must be provided.

The Solicitor’s Office is committed to diversity and encourages all interested students to apply. If you are interested in this position, please send a cover letter, resume, transcript (unofficial is fine) and a writing sample to: Collins.Christine@dol.gov .

Please contact Christine Collins at Collins.Christine@dol.gov if you need additional information.

Hiring Criteria: Students will need to receive course or academic credit or compensation of at least $15/hour through public interest or other funding.

Interview Date: January 25, 2024

**U.S. Environmental Protection Agency, Region 1 (Boston, MA)**

Address: Five Post Office Square, Suite 100, Boston, MA 02109-3912

Website: https://www.epa.gov/aboutepa/epa-region-1-new-england

Contact: David Peterson, Senior Enforcement Counsel, peterson.david@epa.gov

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter and resume*

Description: EPA NEW ENGLAND LEGAL INTERN PROGRAM – SUMMER 2024

EPA New England offers a unique opportunity for law students to join an office dedicated to protecting public health and the environment in New England. The Region has innovative initiatives addressing climate, environmental justice, brownfields redevelopment, and urban environmental issues, as well as comprehensive programs to protect our air, water, and land. EPA New England's legal office values diversity and seeks collegiality and to build a more diverse, equitable, and inclusive work environment. Legal interns will be supervised by attorneys with regionally and nationally recognized expertise.

EPA New England, Region 1, located in Boston, MA, is one of ten regional offices of the Environmental Protection Agency. The mission of the Agency is to protect public health and to preserve the environment. EPA New England employs over 500 people who are responsible for implementing the federal environmental statutes and programs in the six New England states. The staff includes scientists, environmental engineers, environmental protection specialists, administrative professionals, and attorneys. EPA New England attorneys provide legal advice on the implementation and enforcement of federal laws administered by EPA, including laws relating to air and water pollution, the control of toxic substances, and the management and disposal of hazardous wastes.

Approximately 50 attorneys in EPA New England work on a full range of legal matters including:

• enforcement actions brought administratively or in federal district court against violators of federal environmental protection statutes and regulations;

• defense of EPA environmental permits as well as in lawsuits filed against the Agency;

• review of the statutes and regulations of states and Indian tribes seeking delegations of authority from EPA to have primary responsibility for federal environmental programs;

• legal advice concerning the operation of the regional office; and

• legal advice concerning the administration of EPA grant programs.

EPA New England is seeking motivated law school students with strong academic credentials for legal intern positions. Only currently enrolled law school students are eligible to apply for the program. We are particularly interested in receiving applications from students planning careers in the public sector, students having or seeking experience in environmental law, and students with diverse backgrounds or who have demonstrated initiative in overcoming life challenges. Legal interns will have the opportunity to work on a challenging range of issues involving environmental protection and public policy throughout New England.

Summer internships are ten-week full-time positions. Legal interns’ work may include drafting legal documents; attending negotiations and stakeholder meetings; working with project teams on environmental enforcement, permitting, and policy matters; and legal research.

Unfortunately, all positions in Summer 2024 will be unpaid. Students with outside sources of funding (i.e., scholarship, fellowship, or grant funds) or who may receive law school credit are encouraged to apply.

Interview Date: January 25, 2024

**US Navy JAGC (Newport RI)**

Address: United States

Additional Locations: Worldwide

Contact: Bobby Walsh, , bobby.walsh@njsonline.onmicrosoft.com

Years: 1LD/2LE, 2LD/3LE, 3LD/4LE

Materials Requested: *submit resume*

Description: Navy Judge Advocate General’s Corps provides full-spectrum legal services to enable naval and joint operations in support of U.S. national security. The four practices areas include National Security Law, Military Justice, Administrative Law, as well as Sailor and Family Legal Services. For more information please visit www.jag.navy.mil/careers/lawyers/

Interview Date: January 25 and January 26, 2024

**Vermont AGO (Montpelier, VT)**

Address: 109 State Street, Montpelier, VT 05609

Contact: Laura Rowntree, Assistant Attorney General, laura.rowntree@vermont.gov

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter, resume, and writing sample*

Description: The Attorney General’s Office internship program is designed for rising 2L and 3L law students interested in a unique, rewarding experience in public service. Undergraduate students and master’s degree candidates interested in interning with the Attorney General’s Office are also encouraged to apply. The mission of the Attorney General’s Office is to protect and promote the health and safety of all Vermonters by providing independent legal counsel and representation to the State of Vermont. Whether this means enforcing our criminal laws to keep our cities, towns and homes safe, or vigorously pursuing those who would foul our air, land and water, our office brings the legal resources of the State to bear in a professional, creative and innovative manner with a dedication to excellence to protect our citizens. First established by the Vermont Legislature in 1790, the Office of Attorney General has evolved from its one-person operation shortly after the turn of the 20th century to its current status as the State’s largest law firm. We act as legal counsel to all state agencies and to the Legislature. Our staff handles civil and criminal cases in all courts of the state on both the trial and appellate levels. We both defend the state when it is sued and file our own suits to enforce Vermont’s criminal, environmental, consumer protection, civil rights and countless other laws.The Attorney General’s Office regularly provides internship opportunities in its Civil, Criminal, Environmental Protection, General Counsel and Administrative Law, Human Services, and Public Protection Divisions, and in the office’s Appellate Unit. Descriptions of each Division are available here. Potential for in-person, hybrid, and remote internships for Summer 2024.

Interview Date: January 26, 2024

**Veterans Legal Services (Boston, MA)**

Address: PO Box 8457, Boston, MA 02176

Website: https://www.veteranslegalservices.org

Contact: Eve C. Elliott, Dir. of Law Student, Co-op and Fellowship Programs & Senior Staff Attorney, eve@veteranslegalservices.org

Years: 1LD/2LE, 2LD/3LE

Materials Requested: *submit cover letter and resume*

Description: Summer intern position.

Hiring Criteria: Our office is located in downtown Boston by North Station. We currently have a hybrid schedule including 1 in-person office day (Mondays). We would like summer interns to also be in-person that day. Travel to weekly and/or monthly in-person legal clinics at service centers throughout eastern MA may also be required.

Interview Date: January 25, 2024

**II. COLLECTION ONLY**

The following employers have requested that we collect and send resumes to them; they will contact students directly regarding interviews. You must apply and submit all required materials online through the MLSC Symplicity site.

***\*\*\*\*\*\*Symplicity site:*** [***https://law-massconsortia-csm.symplicity.com/students***](https://law-massconsortia-csm.symplicity.com/students) ***\*\*\*\*\*\*Session: Gov/PI Program – Resume Collections – January 2024  
\*\*\*\*\*\*Bidding deadline: Tuesday, December 5, at noon***

**Alliance for Children's Rights (Los Angeles, CA)**  
Address: 3333 Wilshire Blvd., Ste. 550, Los Angeles, CA 90010  
Contact: Cathy Yacoub, volunteer@alliancecr.org  
Years: 1LD/2LE, 2LD/3LE  
Documents Required: Resume, cover letter, unofficial transcript and writing sample  
Description: Public Interest Internship: Child Advocacy (Summer 2024)

Compensation Type: Stipend Offered

The Alliance for Children's Rights is a nonprofit organization that provides free holistic legal services and advocacy to youth and families impacted by child welfare and juvenile justice systems in Los Angeles County and works to enact policy changes statewide. Our lawyers, advocates, and social workers, together with hundreds of pro bono attorneys and community volunteers, work to ensure that those we serve have the tools to overcome barriers to stability and success, and access to the education, healthcare, and financial supports that they need. Since 1992, we have helped over 150,000 children. For more information visit: www.allianceforchildrensrights.org.

Position Description:

The Alliance is recruiting legal interns for the summer to work on a variety of child advocacy issues. Summer interns gain skills in client interaction, legal research and writing, and learn about the dependency court system. The Alliance also organizes trainings, workshops, and events for interns throughout the summer. THIS POSITION IS ANTICIPATED TO BE REMOTE FOR SUMMER 2024.

Programs accepting law students include:

• Transition-Age Youth (TAY) - Support youth with the legal challenges of transitioning out of foster care towards independence. Provide legal services, while also educating youth about their legal rights and empowering them through workshops and access to resources.

• Education - Education (including early intervention) services play an essential role in creating opportunity for youth who face intersectional and systemic barriers to their success. This is especially true for children of color, forced into the child welfare and juvenile justice systems, up to 50% and 70% of whom (respectively) also have disabilities. We work in partnership with youth and families to advocate with schools and local/state agencies to ensure children receive the services and supports they are entitled to and need to thrive in school. We approach our work with a racial justice and equity focus.

• Public Benefits - Obtain the appropriate level of assistance to meet the diverse needs of children in out of home care. Cases can be resolved through negotiation or fair hearing.

• Guardianship\*- Establish legal guardianship through probate court, allowing caregivers to enroll children in school, get their medical needs met, and obtain financial assistance.

• Children's Court Advocacy- This project provides representation for children and caregivers who do not have a voice in the legal system. Our Children’s Court Advocacy program works on the following types of issues:

- Due Process Advocacy WIC 329, 331 and 388 petitions

- Emancipations

- Creation of judicial order of birth when one was never created (Birth Certificates)

In addition to program specific tasks, interns will:

• Conduct client intake interviews.

• Analyze and assess client needs.

• Work with attorneys to determine legal assistance needed.

• Conduct legal research and prepare legal documents.

• Attend court proceedings.

• Develop resource and educational materials for clients.

Qualifications:

• Must be a current law student.

• Desire to work with foster youth and their caregivers.

• Diversity highly valued.

• Ability to work efficiently, independently, and with attention to detail.

• Ability to work full time (M-F 9:00a-5:30p PST) for 10 weeks in summer 2024. Internships are competitive. No split schedules considered.

• Program will start Monday, May 20th, 2024 and conclude Friday, July 26th, 2024.

• Spanish fluency preferred for all programs.

Applications:

• Please submit a cover letter, resume, writing sample, and copy of your most recent transcript to volunteer@alliancecr.org

• Cover letter must confirm full-time availability, including first available start date.

• Cover letter should indicate any specific program interests, i.e., Public Benefits, Policy, Education, and/or Transition-Age Youth (feel free to indicate more than one program of interest).

The Alliance can provide a stipend up to $7,500, adjusted for funds received externally, such as PILF. We are happy to help you complete any paperwork necessary to secure public interest grants or additional funding and encourage pursuing such funding. For funds received externally, written documentation of source, amount, etc. will be requested prior to start date.

The Alliance for Children’s Rights is committed to building and supporting a culturally diverse and inclusive environment that values all staff members’ backgrounds and perspectives in our work. We strongly encourage individuals from all traditionally underrepresented communities to apply. We are committed to providing reasonable accommodations to qualified individuals with disabilities. We are an Equal Employment Opportunity employer, and prohibit discrimination against employees or applicants because of race, color, religion, sex, pregnancy, sexual orientation, gender identity or expression, disability, national origin, ancestry, age, marital status, veteran status, or any other unlawful basis.

**De Novo Center for Justice and Healing**

Contact: Nora Sears, Volunteer and Training Coordinator [nsears@denovo.org](mailto:nsears@denovo.org)

Address: 47 Thorndike Street, Suite SB-LL-1, Cambridge, MA 02141  
Class Year: 1L, 2L  
Documents Required: Resume and cover letter

Description: Legal interns participate in all aspects of our work, including, but not limited to, legal research, client communications, court accompaniment and clerical tasks in support of cases. Legal interns will be working under the direct supervision of attorneys on cases with clients of various backgrounds. The internship may include client communication, intake interviews, human rights and legal research, drafting client legal statements, preparing immigration forms, writing memos and legal briefs, coordinating expert testimony, gathering evidence, drafting court motions and orders, and administrative tasks.

Hiring Criteria: The ideal De Novo legal intern is reliable, self-sufficient, diligent and interested in public interest legal work. De Novo clients are very diverse with a wide range of needs. De Novo legal interns must be comfortable working with people from any culture, religion, race, ethnicity, socioeconomic or other background. Proficiency in language other than English desirable, but not required.

**Equal Employment Opportunity Commission (Boston, MA)**Address: JFK Federal Building, Government Center, Room 475, Boston, MA 02203  
Contact: Neile F. Eisner, Administrative Judge, neile.eisner@eeoc.gov  
Year: 1LD/2LE, 2LD/3LE  
Documents Required: Resume and cover letter  
Description: The Judicial Internship Program affords law students the opportunity to work closely with the Administrative Judges and learn about employment discrimination as well as evidentiary, procedural and administrative law issues. Interns are directly involved with the cases and participate in a full array of legal work and assignments, including the following:

- Read files and summarize the evidence gathered during the investigative process,

- Identify any lack of information in the investigation that requires further exploration,

- Assist the Judge in determining the issues to be heard at the hearing, the witnesses who will be approved to testify, and the exhibits that will be admitted,

- Observe settlement conferences and hearings conducted by the Judges,

- Participate in discovery conferences conducted by the Judge and assist with discovery and resolution of discovery disputes,

- Draft orders and directions to the parties, and

- Draft decisions, including legal research analysis.

**Greater Boston Legal Services (Boston, MA)**Address: 197 Friend Street, Boston, MA 02114  
Contact: Yahaira Ortiz, Administrative Secretary, yortiz@gbls.org  
Year: 1LD/2LE, 2LD/3LE  
Documents Required: Resume and cover letter

Description: GBLS is offering a variety of legal internships. Due to budgetary constraints, all positions described here are unfunded (unless otherwise noted), so we are presently seeking interns who can obtain full outside funding or will work on a for-credit basis. Many former interns have successfully arranged for their own funding by combining work-study and public interest grants. Students should inquire about public interest funding sources at their law school. Another funding source is: Equal Justice America Fellowships (www.equaljusticeamerica.org).

ASIAN OUTREACH CENTER

The Asian Outreach Unit (AOU) of Greater Boston Legal Services (GBLS) uses a community lawyering model to provide bilingual and bicultural legal services and organizing support to Asian immigrant clients seeking access to justice. Partnering with community based groups, AOU supports and strengthens the impact of community organizing through direct legal services, advocacy, legislative campaigns, and impact litigation. Our work reflects a movement-building social change model and aims to ensure that our community knows, defends, and uses its rights to envision more just and safer neighborhoods. Focusing on areas where the Asian community faces multiple barriers accessing justice, AOU represents individuals and groups in cases involving immigration, housing and displacement, employment, family violence, voting rights, and public benefits. Current projects include Southeast Asian deportations defense, anti-displacements in Chinatown and Dorchester, workers' rights protection, fight for language access and education equity, and representation of Asian-owned small businesses. AOC conducts outreach and intake weekly at community-based sites.

AOU internships expose undergraduate and law students to civil rights and other legal issues faced by Asian immigrant communities, with national implications, and trains interns in a variety of poverty law areas. Student interns assist and participate in community-based outreach and intake, client interviews (using clients’ native languages or with an interpreter), legal representation, and development of community legal educational materials. Interns conduct legal research and writing on a broad range of subject matters. Interns may also visit community partners to conduct interviews and participate in meetings. Cantonese, Mandarin, Khmer, or Vietnamese language ability is a plus.

CAMBRIDGE & SOMERVILLE OFFICE

We are seeking law students to work at the Cambridge & Somerville Legal Services’ office (CASLS) of GBLS. Students will have the opportunity to engage in all aspects of case handling including interviewing clients, conducting legal and factual research, legal writing, negotiations, and oral advocacy (e.g. representing clients at administrative and/or court hearings where warranted). In addition, students will have the opportunity for legal research and other assignments on systemic reform projects. The casework focuses on housing (e.g. evictions, denial or termination of subsidized housing), state and federal government benefits, poverty law-based elder issues, and mental health/disability rights issues for adults and children.

CONSUMER RIGHTS UNIT

GBLS’s Consumer Rights Unit focuses on foreclosure prevention, debt collection, credit discrimination, bankruptcy and other consumer issues. We have a Debt Collection Lawyer for the Day Project where we represent consumers in debt collection cases in the small claims sessions of the Roxbury and Chelsea District Courts. Students who are certified under Rule 3:03 can represent clients in Clerk-Magistrate hearings. We also engage in individual representation of homeowner's facing foreclosure; representing homeowners and tenants in post-foreclosure eviction actions; impact litigation; legislative and community advocacy; and outreach and education to consumers in low-income communities, particularly communities of color. We also work on other consumer issues including debt collection abuses, banking practices and consumer scams. Interns will assist in intake, screening cases, reviewing documents, doing factual investigations on cases, undertaking legal research and writing assignments, assisting in drafting pleadings and educational materials, and involvement in legislative and community activities.

ELDER, HEALTH & DISABILITY UNIT

Elder: Opportunities to help clients with a wide range of legal issues. Opportunities to represent clients facing denial or termination of health and income benefits in hearings conducted by various state and federal agencies, such as the Office of Medicaid, Department of Transitional Assistance, Social Security Administration. Further opportunities to work with clients facing evictions, or discharge from a nursing home. Students will interview clients, carry out legal and factual research to develop the record, and will also work with individuals and community groups on issues such as elder abuse and improving quality of life for nursing home residents. Legal work will be both individual case work, as well as opportunities to participate in systemic impact work such as legislative and administrative advocacy.

Health & Disability: Opportunities to represent individuals who have disability claims pending at the Social Security, Office of Hearing Operations and review, as well as to represent clients facing denial or termination of health care coverage by Office of Medicaid. Students will interview clients, develop record for administrative hearing and appear at the hearing(in some instances); will also represent individuals and some community groups on access to health care issues; identify uninsured individuals facing tax penalties under Health Care Reform and help them access public health care programs; deal with administrative agencies such as the Office of Medicaid and the Connector, as well as legal research and writing; work on the implementation of the Affordable Care Act in Massachusetts. Fluency in a foreign language (especially Spanish) is a plus.

Children's Disability Project (CDP): The CDP represents children (under age 18) with disabilities in Supplemental Security Income (SSI) benefits disputes with the Social Security Administration at all administrative levels of appeal and in Federal Court. Student's work will entail interviewing clients, factual investigation, evidence gathering, legal research, drafting brief, and preparation of cases for administrative hearings. Student will have the opportunity to appear at a hearing.

Medicare Advocacy Project: Work on behalf of elders and people with disabilities to help them navigate and access Medicare's complex program; develop educational materials for beneficiaries; factual and legal research and writing; client interviews, case development, advice and representation; address coverage, premium and enrollment issues.

School to Prison Pipeline: This project is committed to keeping children in school and ensuring they get trauma-informed treatment and non-exclusionary school discipline they need, with a specific focus on disrupting the school discipline disparities for Black and Latinx students and students with disabilities. Student interns may have opportunities to assist in all levels of client casework: conduct intakes, interview clients, review records (school discipline, special education, medical, etc.), legal research and writing, attend school discipline hearings and special education meetings, meet with medical and behavioral health providers, case development, and advice and representation. Students may have opportunities to assist in systemic impact work such as attending Boston area coalition meetings, administrative agency advocacy, or research and writing. Fluency in a 2nd language (especially Spanish or Cape Verdean Creole) is a plus.

EMPLOYMENT LAW UNIT

Employment Law: The GBLS Employment Law Unit is dedicated to advancing the workplace rights and economic well-being of low-wage workers, through strategies that include direct client representation, community-based lawyering in partnership with grassroots worker organizations, litigation (individual, group, and class action), and systemic legislative and administrative advocacy to achieve broad-based policy changes. Employment law advocacy issues include:

· Unemployment benefits

· Wage theft

· Labor-related immigration rights (U and T visas)

· Access to paid sick leave and paid family & medical leave

· Injured workers’ rights

· Retaliation & discrimination

Law student interns have the opportunity to participate in all aspects of the Unit’s work, including representing individual clients, undertaking legal research and writing projects to support litigation or systemic advocacy work, and engaging in community outreach. Fulltime interns may have an opportunity to represent a client in an unemployment benefits appeal hearing, which provides a “mini-trial” experience including client preparation, legal and factual analysis, and direct and cross examination.

Low Income Tax Clinic (LITC): Part of the Employment Law Unit, the GBLS LITC represents low-income clients in tax controversies before state and federal tax agencies, does outreach and community education about tax credits, and engages in systemic advocacy to improve access and services. Students interested in focusing on tax issues can apply for LITC-specific internships, while other Employment Law Unit interns have the opportunity for involvement in tax work, if desired.

For both Employment Law and the LITC: Fluency in Spanish, Haitian Creole, Portuguese, Cantonese or Mandarin, or Vietnamese is helpful but not required. Work-study funding may be available for co-ops or internships during the academic year, while summer funding is typically available from other sources. For Low Income Tax Clinic internships, non-work-study funding may also be available.

CRIMINAL OFFENDER RECORD INFORMATION (CORI) & RE-ENTRY PROJECT

Black lives matter. Mass incarceration and racially-disparate involvement of African-Americans in the criminal justice system are the new Jim Crow. In general, work is the pathway to a better life and out of poverty, but past criminal records stop countless people from getting jobs, housing, and access to other opportunities. We focus on people from communities of color, particularly in Roxbury, Dorchester, and Mattapan in overcoming barriers to housing, employment, licensing, and other opportunities caused by their criminal record histories. We need law students to do client intakes, draft legal documents, perform legal research, represent clients in court on sealing cases if 3:03 certified and/or assist in the courtroom, staff CORI help tables in Roxbury & Dorchester courts. We also need help working on legislative campaigns with various community coalitions to change criminal and other laws that perpetuate racism and poverty. Interns and fellows also help us with community outreach events, appeals and systemic law reform projects. We also work on clemency, “driving while Black” and juvenile justice issues. Work-Study funding is also available for Northeastern University Law School students.

FAMILY LAW UNIT

The Family Law Unit offers legal services to victims/survivors of domestic abuse with contested custody matters in the Probate and Family Courts in Suffolk, Middlesex, and Norfolk Counties. In addition, the Unit engages in systemic advocacy in the trial court and in the legislature to further the interests of those affected by domestic abuse. Interns are exposed to all facets of case handling including client interviewing, legal research and writing, drafting pleadings, discovery, preparing cases for hearings and trials, and, if 3:03 certified, oral advocacy in court. 3:03 certified interns have their own caseload. Interns may also participate in obtaining abuse prevention orders (“restraining orders”) on behalf of victims/survivors.

Additional opportunities include the ability to participate in the unit’s systemic work aimed at improving access to justice for all victims/survivors of domestic abuse. Examples include working on legislative campaigns and court practice reform, continuing legal education efforts, and community outreach.

Students may also choose to work on one of the unit’s specialized projects, listed below.

Suffolk and Middlesex Counties Probate and Family Court Domestic Violence Advocacy Projects [Subject to Court Operations Orders during COVID-19] : In court advocacy to obtain restraining orders and other urgently required orders. Includes interviewing, pleadings preparation and courtroom representation.

Relocation Counseling and Identity Protection Initiative: A varied experience working with victims of crime who are seeking to relocate away from the perpetrator. Issues include custody jurisdiction, emergency court orders, internet stalking, privacy protection, identity change and other issues of import to these clients. Tasks include legal research, preparation of webinar and other training content and advocacy on behalf of victims seeking to relocate.

Latina Know Your Rights Project: A unique project providing legal representation and coordinated community services to Latinas in part of Middlesex County. Students represent clients in all aspects of family law and immigration matters and partner closely with domestic violence agencies in the area. This project is located in Waltham, Massachusetts.

Civil Legal Services for Victims of Crime (CLAVC): This project provides representation to victims of crime in a variety of substantive law areas: family law, public housing law, public benefits law and other areas as required by victims and/or survivors of crime.

SJC Rule 3:03 certification preferred (student attorney certification); Ability to speak a language other than English highly desirable; work-study funding available.

HOUSING UNIT

The mission of the Housing Unit is to preserve tenancies and increase affordable housing for low income clients. We represent people facing eviction and organized tenant groups seeking to preserve and improve their housing. We also represent homeless families who seek to obtain or retain temporary shelter. The Housing Unit's work involves directly helping tenants who are at the verge of homelessness or who have already lost their homes. Internships involve interviewing clients, drafting legal documents, going to court, representing clients at administrative hearings, and representing clients in court (for interns who have SJC Rule 3:03 status). Interns may also help draft legislation, work on housing policy issues, attend and staff community meetings, participate in media outreach, take part in community organizing, and meet with clients in community settings. The housing unit is a fast-paced, collegial environment where interns get a chance to learn by doing.

IMMIGRATION LAW UNIT

The Immigration Unit provides representation to individuals before Immigration and Customs Enforcement, the Immigration Court, the Board of Immigration Appeals and the First Circuit. We provide representation in a wide-range of immigration matters, but focus on individuals seeking asylum or protection from domestic abuse and unaccompanied minors. Our law students’ work closely with clients to prepare applications for asylum, self-petitions under the Violence Against Women Act and U visa applications for victims of domestic violence, sexual assault, and other violent crimes; conduct legal research and prepare legal memos and court filings; and conduct research into country conditions. Great opportunity to work one-on-one with clients. Language ability (especially Spanish, French and Haitian Creole) and immigration experience or course work preferred but not required.

WELFARE LAW UNIT

Work areas include: Cash and Food welfare benefits, Child Care benefits, and Stimulus Payments

The Welfare Law Unit has one to two openings for a motivated law student intern each semester. Since we are working remotely, the intern may work from any location. The hours per week that the intern can commit will affect the types of work we can assign. Interns need to be willing and able, with our support, to work sensitively and effectively with diverse clients who are contending with some of the harshest conditions of deep poverty.

We handle complex welfare and child care benefits cases on behalf of families enduring many hardships simultaneously, such as the impact of past domestic violence or current safety issues, Post-Traumatic Stress Disorder, a range of other disabilities, children with disabilities, limited English proficiency, limited educational attainment, homelessness, eviction, immigrant status issues, and exhausting low wage work and commutes while caring for children with little or no support from the other parent or others. Our clients often come to us in crisis, making representing them particularly challenging and urgent.

We routinely work with a massive volume of statutes, regulations, and sub-regulatory material, often requiring use of case law principles of statutory construction. In addition to individual client cases: (1) We are working on a substantial number of systemic issues through strategic advocacy with top officials at the welfare agency. (2) Jointly with Mass. Law Reform Institute, we are leading a legislative campaign to further increase cash benefits levels, after successful coalition campaigns that repealed the “family cap” statute under which children are denied benefits simply because their families previously received welfare for a sibling of the child before the child was born and last year winning a 10% increase in benefits after decades with no increase. (3) We continue to work on implementation and updating of a comprehensive settlement of a federal class action against the welfare agency under the Americans with Disabilities Act. (4) We are advocating on behalf of low-income families regarding the publicly funded child care system, through two pending class actions against the child care agency and it’s commissioner; drafting a major child care reform bill for a coalition litigation; and informal strategic advocacy with the child care Commissioner and her top staff.

We seek interns to 1) handle or assist with direct representation of families and individuals wrongfully denied subsistence cash, child care, education and training, and food stamp benefits, or who are eligible for but have not received all COVID-related stimulus payments for which they are eligible; 2) help us investigate and document the problems faced by individual clients relevant to our systemic advocacy; and, depending on timing, 3) litigation support; and help with our legislative advocacy, such as working with clients on testimony, investigating cases to work up as compelling examples for legislators, and assisting with such activities as lobby days at the State House.

Courses in Administrative Law and Welfare Law are helpful, but not required. Spanish fluency is extremely helpful but not required. Also helpful is fluency in Haitian Creole, Vietnamese, Arabic, Mandarin, or Cantonese.

GBLS values diversity and encourages applicants from a broad range of backgrounds and experiences.

**Legal Services of Northern California (Sacramento, CA)**  
Address: 517 12th Street, Sacramento, CA 95814  
Contact: Leon Dixson, Managing Attorney, ldixson@lsnc.net  
Year: 3LD/4LE  
Documents Required: Resume, cover letter, unofficial transcript, writing sample and three references with contact information.

Description: Under supervision of a managing attorney the Staff Attorney/Legal Graduate will, participate in all aspects of litigation including, but not limited to, the following: client interviews, factual investigation, legal research, discovery, preparation of legal documents, negotiations, trials, and appellate work in both state and federal courts; administrative hearings; provide legal advice to individual clients, and general legal information to eligible community groups as well as to the public in general. Visit www.lsnc.net/jobs for staff videos and more information.

We have offices in the following California cities: Auburn, Chico, Eureka, Redding, Sacramento, Ukiah, Vallejo, and Woodland.

**Manhattan District Attorney’s Office**  
Address:   One Hogan Place, New York, NY 10013  
Contact:  Robin Edwards, Director, Legal Hiring Unit, legalhiringunit@dany.nyc.gov  
Class Year: 3LD/4LE

Documents Required:  *resume, writing sample, cover letter, unofficial grade sheet and three academic or professional references. Each should have first-hand knowledge of either your legal schoolwork or your performance in a legal position. Personal references are not desired. Include full time and current telephone number for each reference provided.* Description: The New York County District Attorney’s Office serves and protects the People of New York through the fair administration of justice, without fear or favor. Building on a rich tradition of prosecutorial independence and courtroom excellence, the Manhattan District Attorney’s Office today is an internationally recognized leader in the development of innovative crime-fighting strategies and public safety initiatives. The office handles approximately 45,000 cases annually, with a staff of more than 500 assistant district attorneys and 870 investigative analysts, paralegals, and other highly training professional staff members. The legal work of the District Attorney’s Office is further divided between the Trial, Investigation, Special Victims, Pathways to Public Safety and Appeals.

Hiring Criteria: Applicants must have a demonstrated interest in public service, community service, prosecution, appellate work, or trial advocacy. Prefer law journal, moot court, or mock trial experience; GPA of 3.0 or better. U.S. citizenship, NYS residence and a three-year commitment is required from newly graduated law students for Assistant District Attorney positions.

**Massachusetts Department of Environmental Protection (Boston, MA)**Address: 100 Cambridge Street, Suite 900, Boston, MA 02114  
Contact: Bruce Hopper, Deputy General Counsel for Litigation, [bruce.e.hopper@state.ma.us](mailto:bruce.e.hopper@state.ma.us)  
Year: 2LD/3LE

Documents Required: Resume and cover letter

Description: INTERNSHIP PROGRAM AT THE DEPARTMENT OF   
ENVIRONMENTAL PROTECTION’S OFFICE OF GENERAL COUNSEL  
The Office of General Counsel (“OGC”) within the Department of Environmental Protection ("MassDEP") accepts legal interns year-round. As part of MassDEP's diversity effort and equal opportunity policies, we encourage applications from individuals of different racial, cultural, economic and ethnic backgrounds regardless of their sexual orientation, gender identity, or disability status.   
MassDEP is the primary state environmental regulatory agency of the Commonwealth of Massachusetts. It enforces state laws regulating wetlands, waterways, public and private drinking water supplies, septic systems, air quality, asbestos, recycling, disposal of solid and hazardous waste and cleanup of contaminated hazardous waste sites, and the agency is recognized as a national leader on critical issues such as climate change and emerging contaminants. MassDEP is also tasked with addressing the challenges of environmental justice and the legacy of disparate   
environmental impacts on vulnerable communities; this mandate is reflected in the Office of Energy and Environmental Affairs (“EEA”) Environmental Justice Policy (the “EJ Policy). The EJ Policy makes consideration of equal protection and meaningful involvement of all people and communities’ part of the calculus for every significant action taken by MassDEP, as well as cumulative impact and environmental justice.

Attorneys in MassDEP's Office of General Counsel develop new and revised laws, regulations, policies and guidance documents, give advice to program staff, litigate adjudicatory appeals of permits, and represent the agency in pursuing enforcement actions. Several attorneys in OGC coordinate a legal intern program for law students. OGC’s Boston Office has openings for up to five interns per semester. Law students will participate in an intensive program, including diverse legal research and writing projects on the cutting-edge of environmental law. Intern coordinators are also happy to provide feedback to law schools on interns’ performance, when requested.

APPLICATIONS  
To apply to the OGC’s intern program, law students should submit the following materials:  
·Cover Letter  
· Resume  
· DEP Intern Application (found on MassDEP Website)  
· Writing sample of 3-5 double spaced pages  
Students may submit their applications directly on MassDEP’s website, or email their materials   
to david.bragg@mass.gov, in accordance with the following schedule:  
Academic Term Application Submittals Selection Process  
Fall April 1st  
– June 15th End of June  
Winter/Spring September 1st   
– November 15th End of November  
Summer January 1st  
– March 15th End of March  
OGC encourages law students with an interest in environmental law, environmental justice, or environmental protection to apply. Courses in environmental law and administrative law are beneficial but not a requirement. OGC looks for candidates who show dedication, an ability to engage in critical thought, good writing, independence, and professional courtesy.  
MINIMUM HOURS  
37.5 hours per week in the summer. 12 to 15 hours per week during the academic year.   
MassDEP can accommodate telework and hybrid work schedules.   
LOCATIONS  
MassDEP’s main office is located at 100 Cambridge Street in Boston. MassDEP’s four regional   
offices are in Lakeville (Southeast Regional Office), Worcester (Central Regional Office),   
Wilmington (Northeast Regional Office), and Springfield (Western Regional Office).  
INTERN PROJECTS

Intern coordinators assign each intern somewhere between one and five projects at a time. Many projects involve research and writing. Others may involve making oral presentations to OGC attorneys or other program staff. Interns may also be asked to handle portions of administrative appeals under an attorney’s supervision. The attorney submitting the assignment directly oversees these projects, and interns and attorneys work closely together. MassDEP seeks intern input as to what type of project they find interesting, and MassDEP attempts to accommodate interns’ requests to the extent possible. MassDEP also encourages students to discuss their   
interests when applying for the program.

LEGAL PRACTICE GROUPS, LITIGATION EVENTS & OTHER MEETINGS  
OGC encourages interns to attend as many OGC events as possible. These include pre-hearing conferences, adjudicatory hearings, public hearings, mediation sessions, settlement negotiations, legal practice group sessions (discussions among attorneys focused on a particular area of law), and/or meeting with the program staff.

**Missouri State Public Defender System**  
Address: 1000 W. Nifong, Bldg 7, Suite 100, Columbia, MI 65203  
Contact: Gina Hall, Human Resources Director, human.resources@mspd.mo.gov  
Year: 3LD/4LE  
Documents Requested: Resume, cover letter and unofficial transcript

Description: The Missouri Public Defender System (MSPD) is the organization responsible for providing legal representation to all indigent citizens accused of or convicted of crimes in Missouri.

MSPD is a statewide system primarily comprised of three legal service divisions: the Trial Division, Capital Division, and Appellate/Post-Conviction Division. Attorneys in district offices within each division provide direct representation to our clients.

MSPD employs about 615 people; approximately 395 of them are attorneys. They are assisted by support staff, paralegals, and investigators. In FY2019 the lawyers, staff, and contract counsel provided high quality, zealous criminal representation in 73,076 new cases. MSPD district offices are located throughout Missouri.

MSPD employees have opportunities to live and work in varied settings, from urban areas with diverse cultural opportunities and reasonable living costs, such as Kansas City and St. Louis, to the tranquility of a rural environment with limitless opportunities for outdoor enthusiasts.

Training is a top priority for the Public Defender System, including a number of in-house cutting edge trial skills courses each year. Information technology capabilities allow efficient and effective communication. The resources and expertise of the whole system are available to each office, whether it is an office with two attorneys or twenty attorneys.

They are interviewing for both their Missouri Justice Fellowship program and their Trial Lawyer position. Both are entry level attorney positions. Please see documents on Symplicity for a full description of each position.

**Northeast Legal Aid (Lawrence, MA)**Address:50 Island Street, Suite 203A, Lawrence, MA 01840  
Contact: Susan Malouin, Attorney, smalouin@nla-ma.org

Year: 1LD/2LE, 2LD/3LE

Documents Requested: Resume and cover letter  
Description:  NLA provides free civil legal services to low-income and elderly individuals in Northern Middlesex and Essex counties in Massachusetts. We have offices in Lawrence, Lowell, and Lynn, and will work with interns to place them in the most convenient location or use a hybrid model.

Practice areas include Housing, Family, Benefits, Criminal Record Sealing, Elder, Low-Income Tax Clinic, Immigration, Consumer, Anti-Discrimination/Racial Justice, and LGBTQ+ Outreach.

We seek students with an interest in public interest law for a summer experience in legal aid. All internships provide supervision, the opportunity to work on a range of projects that contribute to different cases or matters, and insight into the world of legal services and the particular needs of our client communities. Depending on interests and placement, interns may participate in client contact, legal research and writing, community outreach, courtroom participation (for those 3:03 certified), case and file management, and other areas such as grant writing and social media.

Our summer session includes regularly scheduled intern-specific programming and a full orientation.

**Pine Tree Legal Assistance (Portland, ME)**

Address: 88 Federal Street, Portland, ME 04112

Contact: Shannon Karam, Director of Pro Bono Services, [skaram@ptla.org](mailto:skaram@ptla.org)

Year: 1LD/2LE, 2LD/3LE

Documents Requested: Resume and cover letter

Description: Summer 2024 Internships at Pine Tree Legal Assistance

Pine Tree Legal Assistance is a statewide, non-profit organization committed to providing high quality, free, civil legal assistance to people in Maine. Pine Tree advocates to help Maine’s most vulnerable residents overcome pressing problems of everyday life – domestic and sexual violence, homelessness, economic insecurity, financial exploitation, and more. Pine Tree is committed to access to justice for all Mainers, maintaining six offices throughout the state.

Summer internships at Pine Tree provide an opportunity for law students to work on a wide range of civil legal issues facing low-income Mainers. Students will work with attorneys and advocates to respond to the immediate needs of individual clients. Student responsibilities often include client intake, client communication, fact development, legal research, memo and brief drafting, litigation preparation, and other case work. Students will have the opportunity to observe staff in court proceedings, and students who have completed their 2nd year of law school may have the opportunity to appear in court on behalf of clients. Students will work under the supervision of experienced attorneys based in one of Pine Tree’s offices. Internships will be in person with the possibility of some remote work.

Pine Tree Legal Assistance is committed to creating an inclusive environment for staff and volunteers. We encourage applications from people with diverse backgrounds, including women, Black, indigenous, and people of color, people who identify as LGBTQIA+, people with disabilities, immigrants, and people who have experienced poverty or homelessness.

This is an unpaid, full-time, 10-week summer internship.

Legal Units Supporting Interns in Summer 2024:

Basic Unit – housing, eviction defense, public benefits, and consumer debt

Family Law and Victims’ Rights Unit – civil legal services for survivors of sexual assault and domestic violence

Consumer Unit – foreclosure, student loan, auto fraud, credit card debt, and other consumer issues

Kids Legal – student representation in educational programming and school exclusion cases

Indigenous Peoples Unit and Farmworker Unit – civil legal services for Indigenous people residing in Maine and farmworkers across New England (internship may be split between units)

Internship Locations:

Augusta (Basic, Family)

Bangor (Basic, Family, Indigenous Peoples, Farmworker)

Lewiston (Basic, Family)

Portland (Basic, Family, Consumer, Kids Legal)

Presque Isle (Basic, Family)

To Apply:

Applicants should submit a cover letter and resume addressed to Shannon Karam, Esq. (she/her), Director of Pro Bono Services, through the Pine Tree's Summer 2024 Law Student Internships posting at https://ptla.bamboohr.com/careers/53

Applicants should include their preferred units and locations in their cover letter.

**U.S. Attorney's Office, Civil Division (Boston, MA)**

Address: One Courthouse Way, Suite 9200, Boston, MA 02210

Contact: Steven Sharobem, Assistant United States Attorney, [steven.sharobem@usdoj.gov](mailto:steven.sharobem@usdoj.gov)

Year: 1LD/2LE, 2LD/3LE

Documents Required: Resume, cover letter, unofficial transcript and writing sample.  
Description: An internship with the U.S. Attorney’s Office (USAO) offers a unique and challenging experience for the highly motivated student. It is an opportunity to work on some of the most significant, complex and visible cases being litigated today. You will work with Assistant U.S. Attorneys and other staff as part of a dedicated team helping to enforce Federal civil laws that protect life, liberty and property of citizens.

Length of Internship

10 weeks - 40 hours per week for Summer Internships

**III. APPLY DIRECT**

The below employer has requested that students forward application materials directly to them; they will contact students directly regarding interviews. If they have an application deadline it will be listed. You do not have to do anything through Symplicity for this employer.

**MA Dept. of Elementary and Secondary Education Legal Office (Malden, MA)**

Address: 75 Pleasant Street, Malden, MA 02148-4906

Contact: Rhoda Schneider, General Counsel, [Rhoda.e.schneider@mass.gov](mailto:Rhoda.e.schneider@mass.gov)

Years: 1LD/2LE, 2LD/3LE   
Deadline to direct apply: January 12, 2024

Materials Requested with Resume: *send cover letter and resume*

Description: The Legal Office of the Massachusetts Department of Elementary and Secondary Education provides legal counsel to the State Board, Commissioner, and Department staff, and responds to requests from school officials, parents, students, and others on the state and federal laws affecting public elementary and secondary schools, vocational-technical education, and adult basic education programs. We work at the intersection of education law and public policy, addressing issues including special education, English learner programs, civil rights, school finance and governance, student assessment, charter schools, student safety and wellbeing, and educator licensure. Please see [www.doe.mass.edu](http://www.doe.mass.edu) for more information.

Our practice of administrative law involves legal research and writing; drafting regulations, legislation, and advisory opinions; administrative adjudicatory hearings; public speaking and training; contracts and interagency agreements; public records and data privacy; employment law; and collaborating with the Attorney General's Office on litigation. Our Office of Professional Practices Investigations (OPPI) investigates allegations of misconduct by licensed educators and pursues revocation or other license limitations in appropriate cases. Our team includes the general counsel, deputy general counsels, and the associate commissioner for investigations, attorneys, professional practices investigators, administrative specialists, and interns. We work closely with educators and policymakers throughout the agency.

**Internship opportunities:** For our legal internship program, we seek individuals who have strong academic records, well-developed analytical and legal research and writing skills, interest in public service and education, and the ability to express themselves clearly, both orally and in writing. Previous work experience is a plus. Internships are available for law students (2L and 3L) during the school year (minimum 15-20 hours/week) and in the summer (full-time for rising 2Ls and 3Ls). **Applicants should email a cover letter and resume to Rhoda Schneider, General Counsel, at** [**Rhoda.E.Schneider@mass.gov**](mailto:Rhoda.E.Schneider@mass.gov).

**Examples of intern projects:** Under the supervision of our attorneys, our legal interns have:

* Drafted legal advisories on special education, English learner programs, and student rights
* Participated in interagency meetings and negotiations on issues affecting K-12 education
* Researched applicable law and drafted briefs in educator license revocation cases
* Assisted in adjudicatory hearings concerning federal grant appeals
* Researched public records law in relation to legal protections for student and educator data
* Drafted regulations or guidance on bullying prevention, student discipline, and other matters

**IV. TABLE TALK**

If interested in attending one of the below table talk programs, please send an email to [mlscjanuary@bc.edu](mailto:mlscjanuary@bc.edu). As the January program dates gets closer, you will receive an email with zoom links.

**US Department of Justice**

Contact: Trisha Fillbach, Assistant Director, Office of Attorney Recruitment and Management, [Trisha.A.Fillbach@usdoj.gov](mailto:Trisha.A.Fillbach@usdoj.gov)

Description: The Office of Attorney Recruitment and Management leads Justice’s outreach and recruitment efforts for law students with the goal of attracting a highly qualified and diverse talent pool. Learn about Volunteer Legal Intern Opportunities, Summer Law Intern Program and the Attorney General’s Honors Program for Entry-Level Attorneys.

Date: January 25, 2024 at noon

**Acacia Center for Justice**

Contact: Amanda Doroshow, Program Manager for the Unaccompanied Children Program  
[adoroshow@acaciajustice.org](mailto:adoroshow@acaciajustice.org)  
Description: To provide information about pursuing a career representing children in immigration law. They will connect interested candidates to those opportunities.

Date: Not available at this time.

**New York State Attorney**Contacts: Abbe Ross, Director of Legal Recruitment, Dian Kerr McCullough, Assistant Attorney General and AG Fellowship Coordinator and Wendy Dorival, Recruitment Specialist  
Description:   
Overview and mission of the Office of the New York State Attorney General  
Internship/Externship Opportunities for Law Students  
Lateral/Entry Level Attorney Hiring  
AG Fellowship Program (for students graduating in May 2024)  
Date: January 25, 2024 at noon