

Massachusetts Law School Consortium's
FALL GOVERNMENT & PUBLIC INTEREST LAW PROGRAM

October 18th & 19th, 2010 @ Boston College Law School

The attached is a list of employers participating in this year's MLSC's Fall Government & Public Interest Program. Interviews will take place at Boston College Law School on October 18th & 19th, 2010. This program is for second year students seeking summer positions and for third year students seeking post-graduate positions (or summer positions after graduation).

The **Interviewing** employers are posted on the MLSC Symplicity site: <https://law-massconsortia-csm.symplicity.com/students>. Application materials for the Interviewing Employers must be uploaded to the MLSC *Symplicity* by students. The bidding deadline is Wednesday, September 8th at NOON. **See instruction sheet attached.**

The MLSC Symplicity site is different from the NUSL Symplicity site. Login Name is your old neu e-mail address without the "husky" (ex. morgan.d@neu.edu) and Passwords were e-mailed to students during their 1st year of law school. If you do not know your password, enter your log-in name and click on "forgot password".

If you have any questions please contact Dorothy Morgan in the Career Services Office.

E-mail: d.morgan@neu.edu

Tel: (617) 373-3909

Special Note to Second Years:

Students on the Summer/Winter Co-op Rotation can apply to all of the employers participating in this program for a co-op position.

Students on the Fall/Spring Co-op Rotation can **not** apply to most of these employers (see exceptions listed below). This is because these employers do not have "Special Summer" programs and may hire interns throughout the year. Students can apply to these employers through the Co-op Office (if the employer is a co-op employer) or on their own (if the employer is not a co-op employer) for fall or spring quarter co-op positions.

The following employers are exceptions for students on Fall/Spring Co-op Rotation. All students can apply to the following employers:

Interviewing Employer Section:

Department of the Navy, Office of General Counsel

U.S. Department of Justice, Environmental Enforcement Section

U.S. Navy JAG Corps.

Special Note to Third Years:

Be aware that not all employers considering third year students have post-graduate positions available. Some of these employers are only interviewing for summer positions which is noted in the comment section of each employer listed.

THE MASSACHUSETTS LAW SCHOOL CONSORTIUM'S FALL CAREERS IN GOVERNMENT & PUBLIC INTEREST LAW PROGRAM

INSTRUCTIONS FOR USING SYMPPLICITY:

I. LOGGING IN

To Log-In to MA Law School Consortium *Symplicity*:

Go to <https://law-massconsortia-csm.symplicity.com/students>

All students have received a log-in and password for the MA Law School Consortium *Symplicity* site via e-mail. Enter your user name (your neu.edu e-mail address) and the password, which was sent to you via e-mail. If you forgot your password, you can click on the “forgot my password” tab to have a new password generated and sent to your e-mail address.

Students can log-on to **update their student profile, upload application materials, and apply to participating “Interviewing” employers.**

Note: While navigating through *Symplicity*, use the “Back” links provided within the system (usually at the top of each page) or the tabs across the top. You cannot use your browser’s back button to return to a previous page.

II. PROFILE

Update your Student Profile:

Click on “**profile**” on the bar at the top of the screen and **enter the required information indicated by the red asterisk**. Be sure to hit “Save Changes” at the bottom of the page to save changes.

III. DOCUMENTS

Upload & View your Application Materials:

Click “**documents**” on the bar at the top of the screen. This section allows you to view and upload your resume, cover letters, course and co-op evaluations, and writing samples.

To upload new documents, click on the “**+Add New**” button. Enter a title for your document and select the document type.

1. Upload your resume under Resume
2. Upload your writing sample under Writing Sample
3. Upload your transcript (course evaluations + co-op evaluations) under Transcript
 - download your course & co-op evaluations from NUSL Symplicity (<https://law-neu-csm.symplicity.com/students/>) and save them on your computer. Using Adobe Acrobat open your course evaluations and “add pages” by clicking on the “document” tab and browse and click on your co-op evaluations to make one document.

Click on the “Browse” button, find the file you wish to upload from the saved documents in your computer, and double click on the document file. Once the file appears in the box next to “**Browse**”, click the “**Submit**” button. The system will convert the document into pdf format. You can then view the

original version or the .pdf version of your document by clicking on the appropriate icon in the “View” column of the document list.

Note: If you make changes to a document after it has been uploaded on *Symlicity*, you will have to reload the new version. If you have already submitted applications to employers, you must re-apply to those employers with new version. **At the bidding deadline, all resume submissions are final for the session. You will not be able to make changes to documents after the bidding deadline.**

IV. OCI

(OCI refers to On-Campus Interviews – but also includes Job Fair Interviews)

A. Searching Employers:

Click on the “OCI” on the bar at the top of the screen. To view *interviewing employers*, click on the “Employers/Bidding” tab. Under the Search Filter area, click on the “Session” drop-down box and select “Fall Gov PI”. The employers that are interviewing in the Fall Government/Public Interest Program are listed under Session entitled “Fall Gov PI.”

Click on the “Review” button to the left of employers to review their recruiting information. “Bidding” means selecting the employers to whom you want to submit your application materials. Students can begin applying to (“bidding”) employers anytime, **but must complete their bids by September 8th at NOON. No later – the system will lock out all applicants at Noon.**

B. Applying (“Bidding”) for Interviews:

Click on the “OCI” on the bar at the top of the screen. You can click on the “Review” button to the left of the employer name to see the materials requested by the employer or the “Apply” button in the “Bidding” column after the employer name. Under “Bid Details” on the next page, you will see dropdown menus for each document required in the application packet for that employer. You will need to choose which of your uploaded resumes (if you uploaded more than one) to submit, and if required, which cover letter, transcript (course evaluations), writing sample, or other documents (co-op evaluations) to include. Click the “Apply” Button to submit your bid.

You can make changes to your bids and application materials for each session until the bidding due date. Once a session closes, all applications are final and cannot be changed. If you miss an application deadline, we will not be able to override the system to make individual application accommodations.

Be sure to check MA Law School Consortium *Symlicity* frequently during bidding, as there will be announcements of employer Additions & Updates.

C. Notification and Scheduling of Interviews:

Employers will contact Boston College Law School (the coordinating school) and give them the names of the students to be interviewed. If you have been selected for an interview, you will be notified by e-mail at your NEU e-mail address. During the Fall Quarter you should check your e-mail frequently. E-mails regarding this program may come from your school's Career Services Office, Leslie LeBlanc at Boston College Law School or *Symplicity*. **Check your e-mails carefully before deleting.**

To schedule an interview, click on “**OCI**” and make sure you are on the “**Employers/Bidding**” section. Under the “invitations” column you will see the response to your bid. If you were selected to interview, an “**Accept pre-select**” button will appear (otherwise your status will read “not invited”). Click the button and a list of available interview times will appear; select the time you wish to interview and hit the “**Sign Up**” button. You may change your interview time to another available time slot as long as the pre-select sign-up period is still open for the session. You will usually have until noon, two business days prior to the interview date, to schedule your interview. If you do not meet that timetable, your interview may be reassigned to another student on an alternate list supplied by the employer.

You can review the information for your schedule interviews by clicking on the “**Scheduled Interviews**” tab under “**OCI**”.

All students are expected to interview with any and all employers to which they applied, if they are selected to interview. If you have an emergency and you must withdraw from an interview **for the GOVERNMENT/PUBLIC INTEREST RECRUITMENT PROGRAM**, please call your Career Services Office (617) 373-2398 as soon as possible. Cancellations and no-shows have a negative effect on the job fair and on NUSL.

There are three groups of employers participating in this program – “Interviewing” employers, “Collecting” employers and “Apply Direct” employers.

NOTE: 3L = 3LD/4LE and 2L = 2LD/4LE (some participating school have evening programs)

SECTION 1: INTERVIEWING EMPLOYERS

Employers are posted on MLSC Symplicity–<https://law-massconsortia-csm.symplicity.com/students>

Session: Gov/PI Program – October 2010 BC Law

List of Employerspp. 4-14

Aids Action Committee of Massachusetts (Boston, MA)

75 Amory Street

Boston, Massachusetts 02119

Kathy-Ann Hart, Assistant General Counsel

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

Position Description: *Hiring for summer and post graduate positions. Summer is unpaid and permanent is to be determined. AIDS Actions Legal Department, consistent with the mission of the organization, provides free civil legal services to individuals living with HIV/AIDS.*

Interview Date: 2010-10-19

Materials Requested: *Please provide a cover letter and references.*

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

198 East 161st Street

Bronx, New York 10451

Maria T. Rivero, Administrative Assistant District Attorney

Years: 3LD/4LE

Position Description: *The Bronx DA has a staff of more than 800 with approximately 400 ADA's charged with prosecuting all crimes and violations committed within the jurisdiction of Bronx County. The office hires new attorneys each year. Most vacancies, are filled from the ranks of more than 1000 third year law students who complete a three-tier interview process both on law school campuses and within their office. The ADA's are assigned to any one of the following bureaus: Appeals, Criminal Court, Investigations (comprised of the Arson/Auto/Economic Crime Unit and the Rackets Unit), Narcotics, Gangs/Major Case, Child Abuse/Sex Crimes, Domestic Violence, and the General Crimes Division (comprised of the Intake Bureau and two Felony Trial Divisions) which handles everything from simple gun possession cases to homicides. Salary is \$54,000. There is a three year written commitment of service to their office and a residence requirement that all ADA's must live within the confines of NY state. Must be US Citizens.*

Prefer Moot Court, Mock Trials, Clinics, Internships Preferred. Must sit for first available NYS Bar after graduation; if fail, must take the next available Bar. If notified of second failure, must resign.

Interview Date: 2010-10-18 & 2010-10-19

Materials Requested: *Please provide a cover letter, unofficial transcript and your resume on line. Please bring with you to the interview a writing sample, and a completed employment application. YOu can download the application from www.bronxda.nyc.gov. All documents must*

Committee for Public Counsel Services (Boston, MA)

44 Bromfield Street

Boston, Massachusetts 02108-4909

Krista Lohr, Manager

Years: 3LD/4LE

Position Description: *Post graduate position. Salary is \$40,000. Full-time public defender (staff attorney)*

Interview Date: 2010-10-18

Materials Requested: *Cover Letter & Resume.*

Congressional Research Service (Washington, DC)

101 Independence Avenue, SE

Washington, District of Columbia 20540

Kevin Greely, Section Research Manager and Legislative Attorney

Years: 3LD/4LE

Position Description: *Hiring for post-graduate positions at a salary of \$62,467. American Law Division of Congressional Research Service.*

Interview Date: 2010-10-18 & 2010-10-19

Materials Requested:

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

21 Grand Street

Hartford, Connecticut 06106

Charles Krich, Principal Attorney

Years: 2LD/3LE

Position Description: *Hiring for summer unpaid positions. Interns will work in the Commission's legal division, which is responsible for litigation claims of discrimination. The workload of the office divides into two general areas: (1) preparing cases for hearing; and (2) preparing amicus curiae briefs or performing in-house administrative written work. Interns may concentrate in one area or the other or work in both areas.*

Interview Date: 2010-10-18

Materials Requested: *Please provide a cover letter along with resume. Bring a writing sample to the interview.*

Connecticut Department of Public Health (Hartford, CT)

410 Capitol Avenue

Hartford, Connecticut 06106

Diane Buzzetti, Paralegal

<http://www.ct.gov/dph>

Years: 2LD/3LE

Position Description: *Hiring for summer unpaid positions. Students interested in medical/legal issues; litigation; government and/or administrative law.*

Interview Date: 2010-10-18

Materials Requested: *Please bring a writing sample to the interview.*

DNA- People's Legal Services (Window Rock, AZ)

P.O. Box 306

Window Rock, Arizona 86515

Sylvia J. Struss, Director of Administration

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

Position Description: *Hiring for 8 unpaid or work study summer positions along with 3 post-graduate paid positions at \$32,500+. DNA is the largest native american legal aid organization in the country, covering the Navajo, Hopi, Jicarilla-Apache, Haiasypai, Hualapai and Kaibab-Paiute reservations, as well as Coconino County AZ and San Juan County, NM. We regularly have summer interns, and hire attorneys/3L's with backgrounds and interest in federal Indian law and in poverty law.*

Interview Date: 2010-10-18 & 2010-10-19

Materials Requested: *Please provide a cover letter along with your resume.*

Department of Children and Families/Children's Legal Services (Miami, FL)

401 NW 2nd Avenue

Miami, Florida 33128

Donald Cannava, Deputy Regional Director

Years: 3LD/4LE

Position Description: *Hiring for post-graduate positions at a salary of \$41,000. CLS attorneys are litigators handling all Ch. 39 Dependency Matters including shelters, Adjudications of Dependency, Termination of Parental Rights and Adoptions for children that have been abused, abandoned or neglected. CLS attorneys spend over 70% of their time in court.*

Interview Date: 2010-10-18 & 2010-10-19

Materials Requested: *Please provide a cover letter, unofficial transcript and references along with your resume. Please bring a writing sample to the interview.*

Positions may be available in various locations in FL.

Department of the Navy, Office of the General Counsel (Washington, DC)

100 Navy Pentagon, Room 4D644

Washington, District of Columbia 20350-1000

Effie Lewis, effie.lewis@navy.mil

Years: 2LD/3LE

Position Description: *Hiring for summer positions for 10 weeks at a yearly salary of \$51,630. The Office of the General Counsel provides Navy-wide legal services in the broad field of business and commercial law, acquisition and fiscal law, patent and copyright legal matters, and personnel and environmental law.*

Interview Date: 2010-10-18 & 2010-10-19

Materials Requested: *Please provide a cover letter along with your resume.*

Disability Law Center (Boston, MA)

11 Beacon Street, Suite 925
Boston, Massachusetts 02108-3007
Amanda Pyc, Support Staff

Years: 2LD/3LE

Position Description: *Hiring for unpaid summer positions. The Disability Law Center provides legal advocacy to individuals with disabilities in Massachusetts. Students will work with attorneys on cases and research. May participate in legislative work and attend trainings sponsored by DLC.*

Interview Date: 2010-10-18

Materials Requested: *Please provide a cover letter and references along with your resume.*

Disabled Persons Protection Commission (Braintree, MA)

300 Granite Street, Suite 404
Braintree, Massachusetts 02184
Gail E. Quinn, Deputy General Counsel
<http://www.mass.gov/dppc>

Years: 2LD/3LE

Position Description: *Hiring for unpaid summer positions. DPPC investigates, remediates and prevents instances of abuse of persons with disabilities by their caregivers. Legal work includes obtaining Protective Orders, guardianships and more.*

Interview Date: 2010-10-18 & 2010-10-19

Materials Requested: *Resume*

Executive Office of Public Safety, Commonwealth of Massachusetts (Boston)

One Ashburton Place, Room 2133
Boston, Massachusetts 02108
Catherine Bailey, Assistant General Counsel

Years: 2LD/3LE

Position Description: *Hiring for unpaid summer positions. An internship available during summer and school year in the General Counsel's Office of the EOPSS, which oversees law enforcement, criminal justice, forensics and technology, and homeland security in the Commonwealth. Candidates with a demonstrated interest in public service are preferred.*

Interview Date: 2010-10-19

Materials Requested: *Please provide a cover letter along with your resume.*

Federal Deposit Insurance Corporation (Braintree, MA)

15 Braintree Hill Park
Braintree, Massachusetts 02184
Linda Keegan, Sr. Administrative Assistant

Years: 2LD/3LE

Position Description: *The Legal Division of the FDIC is recruiting students to participate in its 2011 Summer Legal Intern Program in Braintree, MA. Legal interns are hired to assist staff attorneys in all aspects of legal work, as well as research projects.*

Interview Date: 2010-10-18

Materials Requested: *You will need to provide the following documents:*

*Application for Student Temporary Employment Program (can be found in Document Library);
Personal Resume or SF-171 Form or Optional Form 612 (can be found in Document Library);
Writing Sample (no more than five pages in length and not professionally edited);
Law School transcript;
Declaration for Federal Employment (can be found in Document Library);
Applicant Certification Statement (can be found in Document Library).
Please save these documents to your computer, link them to your bid and then you can remove them from Symplicity. Also proof of school enrollment for the spring 2011 semester (prior to start date).*

Federal Election Commission (Washington, DC)

999 E Street, NW
Washington, District of Columbia 20463
Donna Rawls,
<http://www.fec.gov>

Years: 2LD/3LE

Position Description: *Hiring for 3 summer GS-7 positions. The OGC has five divisions including enforcement, general law, litigation and policy.*

Interview Date: 2010-10-18

Materials Requested: *Resume & Transcript.*

Harvard Legal Aid Bureau (Cambridge, MA)

23 Everett Street, First Floor
Cambridge, Massachusetts 02138
Naomi Mower, Executive Director
<http://www.law.harvard.edu/students/orgs/hlab/>

Years: 2LD/3LE

Position Description: *Hiring for unpaid summer positions. HLAB is the nation's oldest student-run legal services organization located in Cambridge, MA. HLAB works with hundreds of low-income clients to solve their legal problems in the areas of housing, domestic relations, government benefits, and fair wage law. Approximately 16 law students serve as Summer Fellows who will interact directly with clients, opposing parties, witnesses and government agencies; engage in extensive factual and legal investigation; hone their research and writing abilities; and develop their litigation skills. HLAB Summer Fellows generally experience a broad range of litigation and legal experience in as many as four primary practice areas. In the Family Law practice, HLAB represents victims of domestic violence in restraining order hearings, divorces, paternity, visitation, child support, and custody disputes. In the Housing Law practice, HLAB represents individual clients who are being evicted from public, subsidized, and private housing, as well as works with tenant unions and other progressive organizations to ensure the availability of affordable housing in the Greater Boston area. In the Government Benefits practice, HLAB represents clients at hearings to obtain or retain their Social Security and Social Security Disability benefits, unemployment benefits, and welfare benefits. Finally, in the Fair Wage practice, HLAB allows students to work on affirmative lawsuits addressing violations of state and federal labor laws. They ask student to choose a primary concentration in the area of housing or family law. For more information, visit their website at www.harvardlegallaid.org.*

Interview Date: 2010-10-18 & 2010-10-19

Materials Requested: *Please provide a cover letter, unofficial transcript and references along with your resume.*

Health Care For All (Boston, MA)

30 Winter Street

Boston, Massachusetts 02108

Georgia Maheras, Private Market Policy Manager

<http://www.hcfama.org>

Years: 2LD/3LE

Position Description: *Hiring for unpaid summer positions. HCFA seeks to create a consumer-centered health care system that provides comprehensive, affordable, accessible, culturally competent, high quality care and consumer education for everyone, especially the most vulnerable. They work to achieve this as leaders in public policy, advocacy, education and service to consumers in Massachusetts.*

Interview Date: 2010-10-19

Materials Requested: *Please provide a cover letter and references along with your resume.*

Heisler, Feldman, McCormick & Garrow (Springfield, MA)

1145 Main Street, Suite 508

Springfield, Massachusetts 01103

Joel Feldman, Attorney

Years: 3LD/4LE

Position Description: *Hiring for a post graduate position. Salary is negotiable. They are a public interest-private firm, focused on tenant representation, employee representation, consumer representation and victims of discrimination representation. They rely on fee-shifting as their model.*

Interview Date: 2010-10-18

Materials Requested: *Please provide a cover letter, unofficial transcript and references along with your resume.*

Legal Assistance Corporation of Central Massachusetts (Worcester, MA)

405 Main Street

Worcester, Massachusetts 01608

Sarah Loy, Executive Assistant

<http://www.laccm.org>

Years: 2LD/3LE

Position Description: *Hiring for summer unpaid or work study positions. LACCM provides free civil legal services for low-income and elderly residents of Worcester County.*

Interview Date: 2010-10-18 & 2010-10-19

Materials Requested: *Please provide a cover letter along with your resume.*

Massachusetts Parole Board (Natick, MA)

12 Mercer Road

Natick, Massachusetts 02141

Timothy Dooling, Deputy General Counsel

<http://www.mass.gov/parole>

Years: 2LD/3LE

Position Description: *Hiring for unpaid summer positions. Intern in Parole Board's legal unit. Will assist attorneys in civil litigation, labor/employment matters, legal research and writing and observe parole hearings. You will be exposed to both civil and criminal law.*

Interview Date: 2010-10-18

Materials Requested: *Please provide a cover letter, unofficial transcript and references.*

Massachusetts State Police, Office of Chief Legal Counsel (Framingham, MA)

470 Worcester Road

Framingham, Massachusetts 01702

LaDonna Hatton, Chief Legal Counsel

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

Position Description: *Hiring for one summer or school year unpaid position. The MSP is the principal statewide law enforcement agency in the Commonwealth. The MSP Legal Section provides legal advice and representation to the Department in a multitude of subject areas including administrative, criminal, civil rights, tort, and labor relations law, and policy development.*

The intern's duties include assisting the legal staff in responding to requests for access to MSP records, various research projects, and other legal and administrative duties. The position offers excellent exposure to law enforcement issues and experience working in the executive branch of state government. MSP is seeking a student in their second or third year to work part-time during the school year or full time during the summer. The ideal candidate has excellent research, writing, and inter-personal skills, a desire to work in a fast-paced environment and the ability to maintain confidentiality. Government experience is a plus. The position is unpaid, but we encourage students to seek scholarships and fellowships available for government/public interest internships.

Interview Date: 2010-10-1 & 82010-10-19

Materials Requested: *Please provide a cover letter and references along with your resume.*

MetroWest Legal Services, Inc. (Framingham, MA)

63 Fountain Street, Suite 304, Framingham, Massachusetts 01702

Brian Burke, Supervising Attorney

Years: 2LD/3LE

Position Description: *Hiring five unpaid summer positions. MetroWest Legal Services (MWLS) aids low-income individuals and families with civil legal issues to clients of 36 towns (geographically located west of Boston and east of Worcester). The legal issues they cover include appeals of public benefits, family law with a focus on victims of domestic violence, immigration for victims of domestic violence, public housing eligibility/evictions, and elder and homeless issues. They seek law students who wish for a unique summer experience. They want those who will use their budding legal issues in combination with their creativity, initiative and other abilities to improve the lives of low-income families and individuals. They seek applications from people with experience in or connections to low-income communities and minority communities, and people with Spanish and/or Portuguese language ability. Access to a vehicle is preferred, but office is a short walking distance from commuter rail.*

Interview Date: 2010-10-18

Materials Requested: *Please provide a cover letter along with your resume.*

New Hampshire Legal Assistance (Concord, NH)

117 N. State Street, Concord, New Hampshire 03301

Michael Perez, Staff Attorney

Years: 2LD/3LE

Position Description: *Hiring for unpaid summer positions. NHLA is a statewide Private non-profit law firm with branch offices in Concord, Manchester, Portsmouth, Littleton, Claremont and Nashua. NHLA advocates for low income and elderly clients in federal and state courts, as well as legislative and administrative forums.*

Interns assist attorneys and paralegals with every level of case preparation including interviewing clients, investigating cases, taking depositions, conducting legal research and drafting pleadings. Interns are encouraged to participate in administrative hearings and second year students who meet NH student practice qualifications may represent clients in District Court proceedings.

Interview Date: 2010-10-18

Materials Requested: *Please provide a cover letter along with your resume. Please bring a writing sample to the interview.*

New York County District Attorney's Office (New York, NY)

One Hogan Place

New York, New York 10013

Robin R. Edwards, Administrator of Legal Hiring

<http://www.manhattanda.org>

Years: 3LD/4LE

Position Description: *Hiring for post-graduate paid positions; salary of \$57,000, then \$57,500 after bar admission. Applicants must have a demonstrated interest in public service, community service, criminal prosecution, appellate work, or trial advocacy. Prefer law journal, moot court or mock trial experienced, GPA of 3.0 or better. U.S. citizenship and NYS residence is a prerequisite for permanent employment. Only completed applications will be reviewed. If selected for an interview, you must bring the following documents: Official transcript; writing sample 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 name and current telephone number for each reference provided.*

Interview Date: 2010-10-18

Materials Requested: *Please provide a cover letter, unofficial transcript and references along with your resume.*

RI State Government Intern Program (Providence, RI)

Room 8AA, State House

Providence, Rhode Island 02903

Robert W. Gemma, Executive Director

<http://www.rilin.state.ri.us>

Years: 2LD/3LE

Position Description: *Hiring summer positions.*

Interview Date: 2010-10-18

Materials Requested: *Please provide a cover letter along with resume. Bring a writing sample to the interview.*

Rhode Island Department of Attorney General (Providence, RI)

150 South Main Street

Providence, Rhode Island 02903

Aida P. Crosson, Director of Personnel

<http://www.riag.gov>

Years: 2LD/3LE

Position Description: *Hiring for summer unpaid internships.*

Interview Date: 2010-10-19

Materials Requested: *Please provide a cover letter along with your resume.*

Rhode Island Public Defender (Providence, RI)

160 Pine Street

Providence, Rhode Island 02903

Michael A. DiLauro, Director of Training/Legislative Liaison

<http://www.ripd.org>

Years: 2LD/3LE

Position Description: *Hiring for unpaid summer positions. For a brief description go to their website at www.ripd.org/lawstudents.htm*

Interview Date: 2010-10-19

Materials Requested: *Please provide a cover letter and unofficial transcript with your resume. Please bring a writing sample to your interview.*

The Bronx Defenders (Bronx, NY)

Seann Riley, Supervising Attorney

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

Position Description: *Hiring for unpaid summer positions and 5 post graduate positions at \$52,000. The Bronx Defenders seeks individuals dedicated to the representation of parents in child welfare proceedings using a client-centered, holistic defense model. The Family Defense Practice at The Bronx Defenders is at the forefront of a movement to provide holistic, institutional representation to parents in Bronx County Family Court, who are fighting allegations of child abuse and/or neglect. Family Defense attorneys and interns are part of an interdisciplinary team of advocates, which includes social workers and parent advocates, who represent parents at risk of having their children placed into foster care or their parental rights terminated. Family Defense attorneys and interns must be able to zealously represent parents in child protection proceedings in Bronx Family Court and any concurrent matters including custody, visitation and termination of parental rights cases. Attorneys and interns must be able to work closely with social workers and parent advocates as part of their representation, as well as collaborate with criminal defense and civil attorneys on matters of immigration, benefits and housing.*

Interview Date: 2010-10-18

Materials Requested: *Please provide a cover letter along with your resume.*

U.S. Department of Housing and Urban Development (Boston, MA)

10 Causeway Street, Room 310

Boston, Massachusetts 02222

Thomas Rodick, Deputy Regional Counsel

Years: 2LD/3LE

Position Description: *Informational interviews only! Applicants should review HUD's Legal Honor's program brochure at www.hud.gov/offices.OGC.*

Interview Date: 2010-10-18

Materials Requested:

U.S. Department of the Interior, Office of the Solicitor-Northeast Region (Newton, MA)

One Gateway Center, Suite 612

Newton, Massachusetts 02458

Brianna C.Kenny, Attorney-Advisor

Years: 2LD/3LE

Position Description: *Hiring for unpaid summer positions. The Department of the Interior (DOI) is tasked with protecting and providing access to our nation's natural and cultural heritage and resources. The Solicitor's Office performs the legal work for DOI and its bureaus and offices. The Solicitor's Office is organized into the immediate Office of the Solicitor, The Ethics Office, five legal divisions, an administrative division and eighteen regional and field offices located throughout the United States, with a staff of more than 300 attorneys and 400 total employees.*

The Northeast Region's primary clients are the National Park Service, the U.S. Fish and Wildlife Service and the U.S. Geological Survey. Located in Newton Corner. Seeking summer interns with an interest in performing legal research and writing for a public service agency.

Interview Date: 2010-10-18

Materials Requested: *Please provide a cover letter and unofficial transcript along with your resume.*

U.S. Department of Justice, Environmental Enforcement Section (Newton, MA)

One Gateway Center, Suite 616

Newton, Massachusetts 02458

Addie Fiske, Trial Attorney

Years: 2LD/3LE

Position Description: *Hiring for one person in Newton and 2-3 in DC. Unpaid position. Participate in the enforcement of the nation's environmental laws through settlement or litigation.*

Interview Date: 2010-10-18

Materials Requested: *Please provide a cover letter and unofficial transcript along with your resume.*

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

JFK Federal Building, Room E-375

Boston, Massachusetts 02203

Christine Collins, Senior Trial Attorney

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

Position Description: *Hiring for summer (and possibly spring and fall). Work study/law school or other public interest funding or academic credit.*

The Solicitor's Office of the U.S. Department of Labor is seeking three student volunteers at its Boston office. The twenty-five lawyers of the Boston office provide trial litigation and general legal services to the Department throughout New England. Major litigation areas include federal district court actions under the Employee Retirement Income Security Act and the Fair Labor Standards Act. Our interns are 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 through law school or other public interest funding or course credit must be provided.

Interview Date: 2010-10-18 & 2010-10-19

Materials Requested: *Please provide a cover letter and unofficial transcript along with your resume. Please bring a writing sample to your interview.*

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

One Congress Street, Suite 1100

Boston, Massachusetts 02114

Rona Gregory, Senior Assistant Regional Counsel

Years: 2LD/3LE

Position Description: *Hiring for summer positions. Not all positions are funded; those that are funded are paid at GS-7 rate. Summer legal intern program at Federal Environmental Agency. See www.epa.gov/region1/legalintern for more detail.*

Interview Date: 2010-10-18 & 2010-10-19

Materials Requested: *Please provide cover letter, transcript and references along with your resume.*

U.S. Navy JAG Corps (Newport, RI)

Navy Justice School

360 Elliot Street

Newport, Rhode Island 02840

Chad Temple, Recruiting Liaison Officer

<http://www.jag.navy.mil>

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

Position Description:

Interview Date: 2010-10-18 & 2010-10-19

Materials Requested: *Hiring for summer and post graduate positions. See website for more information www.jag.navy.mil*

U.S. Nuclear Regulatory Commission (Rockville, MD)

11555 Rockville Pike

Rockville, Maryland 20852

Jennifer E. Gilman, Recruitment & Staff Development

<http://www.nrc.gov>

Years: 3LD/4LE

Position Description: *Hiring for post-graduate positions with a salary around \$80,000. Each year the NRC selects a small number of graduating law students or judicial law clerks to serve in the OGC Honor Law Graduate Program (HLGP). Established in 1972, the HLGP is the primary mechanism for hiring entry-level attorneys at the NRC. As an Honor Law Graduate, candidates will serve in a two-year program consisting of rotational assignments through different OGC divisions in order to gain broad exposure to the diverse legal practice at the NRC.*

Interview Date: 2010-10-18 & 2010-10-19

Materials Requested: *Please provide a cover letter, unofficial transcript and references. Please provide a writing sample at the interview.*

SECTION 2: COLLECTING EMPLOYERS

Employers are posted on NUSL Symplicity –<https://law-neu-csm.symplicity.com/students/>

Session: 2010 Fall Government & Public Interest Resume Collection

List of Employers.....pp. 15-18

Alabama Disabilities Advocacy Program (Tuscaloosa, AL)

Box 870395

Tuscaloosa, Alabama 35487

205-348-4928

Contact: James Tucker, Associate Director

Email: jtucker@adap.ua.edu

Years: Dual Degree, 2L

Requested materials: Cover Letter, Transcript & Writing Sample.

Comments: Summer Intern (\$367.50/week) Protection & Advocacy for persons w/ disabilities.

Bay Area Legal Aid (Oakland, CA)

<http://www.baylegal.org>

1735 Telegraph Avenue

Oakland, California 94612

510-250-5218

Contact: Genevieve Richardson, , Director of Pro Bono Activities

Email: grichardson@baylegal.org

Years: Dual Degree, 2L, 3L

Cover Letter and Application available on website: www.baylegal.org.

Comments: Summer internships. Volunteer positions; limited work-study/

Children's Defense Fund (Washington, DC)

25 E Street, NW

Washington, District of Columbia 20001

202-662-3572

Contact: J. Brown, Internship Program Coordinator

Email: jbrown@childrensdefense.org

Years: Dual Degree, 2L

Materials Requested: Cover letter, letters of reference, application form, & writing sample. Go to webpage for application.

A child advocacy organization that works in the areas of child welfare, education, health, etc.

Comments: Legal internships.

Delaware Department of Justice (Wilmington, DE)

820 N. French Street

Wilmington, Delaware 19801

302-577-8400

Contact: Diane Haase, Director of Human Resources

Email: diane.haase@state.de.us

Years: Dual Degree,2L

Materials Requested: Cover Letter, Resume, Transcript, & Writing Sample.
unpaid summer positions.

Comments: The primary goals of the Delaware Department of Justice are to provide quality legal services to the public and State agencies and to enforce the law of the State in a fair, just and effective manner.

Greater Boston Legal Services (Boston, MA)

<http://www.gbbs.org>

197 Friend Street

Boston, Massachusetts 02114

(617) 603-1805

Contact: Sonia Marquez, Director of Human Resources

Email: yortiz@gbbs.org

Years: Dual Degree,2L,3L

Materials requested: Cover Letter & Resume

Comments: Summer positions. GBBS provides quality free civil (non-criminal) legal assistance to poor people in greater Boston.

Maryland Office of the Public Defender (Baltimore, MD)

6 St. Paul St., Suite 1400

Baltimore, Maryland 21202

(410) 767-8467

Contact: Diane Lach, Recruitment Director

Email: dlach@opd.state.md.us

Years: Dual Degree,2L,3L

Requested Materials: Cover Letter, Resume and OPD Application (available on website).

Comments: Volunteer law clerk positions.

LAW CLERK JOB POSTING

VOLUNTEER LAW CLERK DESCRIPTION: The State of Maryland, Office of the Public Defender has 12 District offices and 7 Divisions throughout the State of Maryland and is seeking law students and recent graduates to work as law clerks assisting in the defense of criminal cases in the various county Circuit, District and Juvenile Courts. The OPD is interested in recruiting volunteer law clerks, law clerks for school credit or students who have obtained public interest grants. Law clerks are teamed with attorneys and assist in all aspects of those attorneys' criminal cases, which range in seriousness from misdemeanor theft to homicide. The OPD accepts volunteer applications for all semesters and for the summer.

RESPONSIBILITIES: Law clerk responsibilities include: legal research; writing motions and legal memoranda; case planning; investigation; preparation for trial, hearings, and/or sentencing; and witness coordination. Clerks also assist attorneys at court hearings and trial in their assigned cases.

National Advocates for Pregnant Women (New York, NY)

15 West 36th Street, Suite 901

New York, New York 10018

212-255-9252

Contact: Kathrine Jack, Staff Attorney

Email: kathrinejack@gmail.com

Years: Dual Degree, 2L

Materials requested: Cover Letter & Resume

Comments: unpaid, volunteer positions.

National Health Law Program (Los Angeles, CA)

2639 So. La Cienega Blvd.

Los Angeles, California 90034

310-204-6010

Contact: Manjusha P. Kulkarni,

Email: kulkarni@healthlaw.org

Years: Dual Degree, 2L

Materials requested: Cover Letter & Resume.

Comments: Summer; unpaid positions. NHeLP is a public interest law firm that seeks to improve health care for Americans working and unemployed poor minorities, elderly and people with disabilities.

New York Lawyers for the Public Interest (New York, NY)

151 West 30th Street, 11th Floor

New York, New York 10001

212-244-4664

Contact: Miranda Massie,

Email: mmassie@nylpi.org

Years: Dual Degree, 2L

Materials requested: Cover Letter & Resume

Comments: Summer positions. Salary TBD. Our mission is to advance equality and civil rights, with a focus on health justice, disability rights and environmental justice, through the power of community lawyering and partnerships with the private bar. Through community lawyering, NYLPI puts its legal, policy and community organizing expertise at the service of New York City communities and individuals. NYLPI's partnership with the private bar strengthens its advocacy and connects community groups and non-profits with critical legal assistance.

Office of the State Attorney, 18th Judicial Circuit of Florida (Viera, FL)

2725 Judge Fran Jamieson Way, Bldg. D

Viera, Florida 32940

321-617-7510

Contact: Robert Wayne Holmes, Chief of Operations

Years: Dual Degree, 3L

Requested materials: Resume.

Comments: Criminal Prosecution - must be eligible for a post-graduate certification or a Florida Bar member.

San Diego County Office of the Public Defender (San Diego, CA)

http://www.sdcounty.ca.gov/public_defender

450 B Street, Suite 900

San Diego, California 92101

(619) 338-4814

Contact: Michael A. Owens, Assistant Recruitment Coordinator

Email: Michael.Owens@sdcounty.ca.gov

Years: Dual Degree, 3L

Requested materials: Cover Letter, Resume, Transcript, References (3-5 names). Cover Sheet from website. (see "interns/volunteer" tab).

Comments: Post-bar Clerkship. Unpaid. See "Spring Post-Bar Program" on their website:

http://www.sdcounty.ca.gov/public_defender/Volunteers.html

Texas Civil Rights Project (Austin, TX)

<http://www.texascivilrightsproject.org>

1405 Montopolis Drive

Austin, Texas 78741

512-474-5073

Contact: Wayne Krause, Legal Director

Email: waynekrause@texascivilrightsproject.org

Years: Dual Degree, 2L

Requested Materials: Cover Letter & Resume.

Comments: Summer; unpaid positions. TCRP fights race, sex, and disability discrimination, along with police brutality and violence against women, while supporting free speech, prisoner rights, privacy, and voting rights through cutting edge impact litigation. Our law clerks are involved in all aspects of litigation, including investigation of potential cases; work with clients; preparation of complaints, discovery and motions; and assistance with depositions, hearings, and trials in federal and state court. We generally give a lot of responsibility to our law clerks and an opportunity to be part of the cases that are changing Texas and the nation.

U.S. Attorney's Office for the Dist. of MA, Civil Div. (Boston, MA)

One Courthouse Way

Boston, Massachusetts 02210

617-748-3188

Contact: Jennifer A. Serafyn, Assistant U.S. Attorney

Email: jennifer.serafyn@usdoj.gov

Years: Dual Degree, 2L, 3L

Materials requested: Cover Letter, Resume & Transcript.

Comments: Summer; unpaid positions. The Civil Division represents the United States, its agencies, and employees in both affirmative and defensive cases filed in Massachusetts.

SECTION 3: APPLY DIRECT EMPLOYERS

Employers are posted on NUSL Symplicity –<https://law-neu-csm.symplicity.com/students/>

Session: 2010 Fall Government & Public Interest Program Apply Direct

List of Employers.....pp. 19-23

ABC for Health, Inc. (Madison, WI)

32 N. Bassett St.

Madison, Wisconsin 53703

608-261-6939 x210

Contact: Brynne McBrideBrynne McBride, Associate Director

Email: bmcbride@safetyweb.org

Years: Dual Degree,2L

Materials requested: Cover letter & Resume.

Please apply by 12/31/2010.

Comments: *Summer; hourly, fellowship & volunteer positions. Provide research, writing and client interview support to attorneys. Client counseling & investigation of health benefit denials.*

ACLU of Georgia (Atlanta, CA)

1900 The Exchange, Suite 425

Atlanta, Georgia 30339

770-303-8111

Contact: Chara Fisher JacksonChara Fisher Jackson, Legal Director

Email: cfjackson@acluga.org

Years: Dual Degree,2L,3L

Materials requested: Cover Letter & Resume.

Please apply by February 1, 2011.

Comments: *Summer; unpaid positions. Summer law clerks interview clients, draft pleadings, prepare research memos, and participate in community outreach in furtherance of the ACLU of Georgia's mission to advance the cause of civil liberties.*

AIDS Law Project of Pennsylvania (Philadelphia, PA)

1211 Chestnut Street, Suite 600

Philadelphia, Pennsylvania 19107

Contact: Cathryn Miller-WilsonCathryn Miller-Wilson, Deputy Managing Attorney

Email: cmwilson@aidslawpa.org

Years: Dual Degree,2L

Materials requested: Cover Letter (explaining interest in working with HIV/AIDS) & Resume.

Please apply by 12/1/2010.

Comments: *Summer; unpaid positions. The AIDS Law Project of PA is a direct service, public interest law firm for people with HIV/Aids. We represent our clients in housing, public benefit, consumer, confidentiality and discrimination matters. Our summer associates are assigned to one of these substantive areas and carry client case-loads.*

AIDS Legal Referral Panel (San Francisco, CA)

1663 Mission Street, Suite 500

San Francisco, California 94103-2484

Contact: Bill HirshBill Hirsh, Executive Director

Email: bill@alrp.org

Years: Dual Degree, 2L, 3L

Materials requested: Cover Letter, Resume and Writing Sample

Please apply by February 1, 2011.

Comments: summer; unpaid positions.

Purpose of Position: ALRP Law Clerks provide essential support to the ALRP Client Services staff by serving as the first, and often main, point of contact to ALRP's clients. Law clerks work with ALRP's Client Services staff and ALRP's volunteer panel of attorneys to facilitate solutions to ALRP clients' legal problems

Desired Qualifications

Interest in working with extremely low-income clients with disabilities.

Developed interpersonal communication skills.

Experience with MS Office, especially Access, Word, and Excel.

Ability to learn and implement new skills quickly.

Strong writing skills.

Ability to diligently record client interviews and case narratives in Access database.

Ability to create and conform to a set work schedule.

General administrative experience and skills.

Ability to maintain client confidentiality.

Familiarity or ability to become familiar with other community organizations and resources for clients who do not fit ALRP's eligibility guidelines or who may be better served by another agency.

Desire to be a part of a diverse team of individuals.

Responsibilities

Perform direct client services – conduct client interviews, respond to general telephone inquiries, provide consultation & advocacy, and make referrals – in many areas of civil law.

Participate in legal clinics.

Participate in bimonthly Client Services meetings.

Participate occasionally in ALRP events, such as fundraisers.

Opportunities for legal writing and research are available.

Additional Information: The Law Clerk position is unpaid. However, if you have work-study available through your school's financial aid office, ALRP may be able to match your school's rate. The positions are open until filled.

How to Apply : Mail, fax, or email a cover letter, resume, and writing sample. Mailing address: Law Clerk Search, AIDS Legal Referral Panel, 1663 Mission Street, Suite 500, San Francisco, CA 94103, Fax: (415) 701-1400. E-mail: bill@alrp.org. ALRP actively seeks bilingual/bicultural applicants for the Law Clerk position.

Columbia Legal Services (Seattle, WA)

101 Yesler Way, Suite 300

Seattle, Washington 98104

206-287-9669

Contact: Sharon NylandSharon Nyland, Admin Assist

Email: sharon.nyland@columbialegal.org

Years: Dual Degree,2L,3L

Requested materials: Cover Letter, Resume, and 3 page Writing Sample.

Comments: *Summer; unpaid positions. Columbia Legal Services is a statewide legal aid program in WA state representing low-income people and vulnerable groups in critical civil legal needs for whom no alternative legal services are available. CLS has 6 statewide offices.*

Essex District Attorney's Office (Salem, MA)

10 Federal Street

Salem, Massachusetts 01970

978-745-6610 x5094

Contact: Jana DiNataleJana DiNatale, Assistant District Attorney

Email: jana.dinatale@state.ma.us

Years: Dual Degree,2L,3L

See Position Description for indicated application requirements.

Website: www.mass.gov/essexda/(click on Internships listed under the heading Employment Opportunities.)

Comments: *Summer; unpaid positions. The Essex District Attorney's Office offers unpaid internships to law students. Available Opportunities are listed below:*

Appeals Division

The Appeals Division handles all appeals and other matters in the Appeals Court, Supreme Judicial Court and Supreme Judicial Court for Suffolk County, as well as some post-conviction matters in the trial courts, cases before the Parole Board, summonses and subpoenas, and public records requests. Among other duties, it also provides litigation support for trial assistant district attorneys and training for prosecutors, police and others. Interns with the Appeals Division perform work connected to any or all of the Divisions' duties, including, in particular, research and write pleadings, including memoranda and briefs. All Appeals Division interns also are assigned to a one or two-week district court rotation, depending on Rule 3:03 certification.

Application requirements: application , cover letter, resume, law school transcript, writing sample and at least two references.

District Court

First year law students selected for an internship will have the opportunity to observe arraignments, pre-trial hearings and conferences, motions, and trials. ADA's are available to explain and discuss courtroom procedure and proceedings. First year law student interns will also assist the staff in performing administrative tasks and may be assigned to perform legal research and to draft memoranda on a variety of legal issues.

Second and third year law students who have been Rule 3:03 certified by the SJC may, if selected for an internship, represent the Commonwealth in Court. Under the guidance of an ADA, these interns will have the opportunity to conduct arraignments, represent the Commonwealth at pre-trial hearings and conferences, argue motions, and conduct motions, hearings or trials. Second and third year law student interns may also be assigned various research tasks. Law students should check with the Dean of their respective law school to determine the criteria and procedure for becoming 3:03 certified. The Essex District Attorney's Office requires students who are Rule 3:03 certified to submit proof of their certification.

Application requirements: application , cover letter, resume, law school transcript and proof of 3:03 certification if applicable.

Deadlines for Internship Applications :

Fall- No later than Third Friday of September

Spring- No later than First Friday of January

Summer- No later than Second Friday of February

Designation in your cover letter should reflect the internship opportunity you are applying for.

Juvenile Law Center (Philadelphia, PA)

1315 Walnut Street, 4th Floor

Philadelphia, Pennsylvania 19107

215-625-0551

Contact: Riya Saha Shah Riya Saha Shah, Staff Attorney

Email: rshah@jlc.org

Years: Dual Degree, 2L

Requested materials: Cover letter, Resume, References, Writing Sample.

Applications accepted on a rolling basis (but sooner is better).

Comments: Summer; unpaid positions. See www.jlc-org/about/working

Legal Action Project of the Brady Center to Prevent Gun Violence (Washington, DC)

1225 I Street, NW, Suite 1100

Washington, District of Columbia 20005

202-289-7319

Contact: Daniel Vice Daniel Vice, Senior Attorney

Email: dvice@bradymail.org

Years: Dual Degree, 2L, 3L

Materials requested: Cover Letter, Resume, Transcript & References.

Positions are open until filled.

Comments: Summer; unpaid positions. The Legal Action Project is the nation's leading public interest law program devoted to using the courts to reduce gun violence. Students can expect varied & challenging legal and policy assignments.

Legal Aid Bureau (Baltimore, MD)

500 E. Lexington St.

Baltimore, Maryland 21202

Contact: Phillip Stillman Phillip Stillman, Chief of Human Resources

Email: pstillman@mdlab.org

Years: Dual Degree, 2L, 3L

Requested materials: Cover Letter, Resume & References.

Comments: Summer ; unpaid positions. See website: www.mdlab.org

Mental Health Advocacy Services, Inc. (Los Angeles, CA)

3255 Wilshire Blvd, #902

Los Angeles, California 90010

213-389-2077

Contact: Pam Mark Pam Mark, Supervising Attorney

Email: pmark@mhas-la.org

Years: Dual Degree, 2L

Materials requested: Cover letter, Resume & Writing Sample.

Open until filled.

Comments: *Summer; unpaid positions. MHAS is a nonprofit law firm serving adults and children with mental health disabilities. MHAS has projects in special education, fair housing, access to mental health services and government benefits.*

Office of the Public Defender, 19th Judicial Circuit (Ft. Pierce, FL)

<http://www.PD19.org>

216 South 2nd Street

Ft. Pierce, Florida 34950

(772) 462-2048

Contact: Mark V. Harllee Mark V. Harllee, Chief Assistant Public Defender

Email: Mark.Harllee@PD19.org

Years: Dual Degree, 3L

Materials Requested. Resume & Cover Letter

Comments: *Legal representation of indigent clients who have been charged with a crime*