

Maida Summer Fellowship Partners Program 2023-2024

1. Your name and title, organization name, address, phone and website:

Philippe Weisz,
HIAS PA
600 Chestnut St, Philadelphia PA 19106
215-832-0904; hiaspa.org

2. To whom should students address cover letters (name, title, address)?

Note: You will receive student application materials via Symplicity and not directly from the students.

Philippe Weisz, Director of Legal Services

3. Brief description of your organization:

HIAS PA provides immigration legal services to low income immigrants residing in Pennsylvania. Our work focuses on particularly vulnerable populations including asylum seekers, survivors of domestic violence and immigrant youth.

4. Brief description of summer internship responsibilities and qualifications:

Interns will be assigned to work within one of our program areas (see our website for a detailed description of our programs) where they will work with clients under the direct supervision of a staff attorney. This work includes meeting with clients, drafting statements and preparing forms and collecting necessary evidence and legal research.

Interns will also rotate through our intake program.

5. Eligible applicants:

Current 1L students X

Current 2L students X

Students who could work half a summer or part-time

6. Will interns work in the office, remotely, or hybrid in Summer 2024? How many days per week in the office?

The internship will be hybrid with in-office days decided at a later date (most likely 2-3 days)

7. Required materials, in addition to resume and cover letter:

a. References: Yes X No

i. If yes, number: 1

ii. Designation: Professional 1 (if available) Academic

b. Transcript/Course list: Yes X No (note that fall 2023 grades may not be available; students will submit course list, *if requested*)

c. Writing sample: Yes No X If yes, number of pages

d. Other (specify)

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8. I understand and agree that as a Maida Summer Fellowship Partner site:
- We agree to host and supervise at least one Rutgers summer intern during summer 2024.
 - We will have the opportunity to decide which students to interview.
 - We will schedule interviews with students at our convenience either via Zoom or in-person at our offices or at Rutgers on 1/8 or 1/9, 2023 and will inform Rutgers of our top two choices by 1/19/24 (Rutgers is happy to schedule the interviews, if you prefer).
 - We will be matched with our first or second choice candidate, if possible, when Rutgers matches students with sites.
 - We will participate as requested and available in social justice events at Rutgers Law School in 2024-2025.

Your initials in lieu of signature: Philippe Weisz Date: 11/02/2023

Please return form to Pam Mertsock-Wolfe, pmertsoc@camden.rutgers.edu by 11/10/23. Call Jill Friedman with any questions: 856-225-6263.