

**Maida Summer Fellowship Partners Program 2023-2024**

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

Michele Lefkowitz  
Partners  
650 Bloomfield Ave, suite 209  
Bloomfield, NJ 07003  
973-233-0111, ext. 202  
[www.partnersnj.org](http://www.partnersnj.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.

See above.

3. Brief description of your organization:

Partners is a non-profit that passionately advocates for survivors of domestic and sexual violence, helping them rebuild their lives to be free from harm and fear. We are a team of advocates, staff, and volunteer lawyers, supporting survivors and their decisions with the tools and knowledge to help them speak their truths, secure justice, and rebuild their lives. We are committed to an inclusive culture and equitable actions, working with our communities to support equal access to justice and safety. Our culture is compassionate, collaborative, and mission driven.

Partners is committed to centering its work in equity to achieve justice and safety for survivors of domestic and sexual violence, especially those from historically excluded communities. We support survivors in their pursuit of justice. We aim to eliminate systemic racism, bias, and structural inequities in any form. We believe our highest purpose is creating equity and that change starts with us.

4. Brief description of summer internship responsibilities and qualifications:

Partners seeks rising 2L and 3L students for a full time Summer Internship position, beginning in late May or early June 2024 for a period of 10 weeks. The intern will have an opportunity to learn and develop skills in domestic violence and family law.

Partners provides substantive training in the following areas:

Client interaction  
Preparation of court documents  
Domestic Violence and Family Law  
Litigation skills and procedure

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Partners anticipates that the Summer Intern will participate in the following activities:

Conduct telephone interviews with clients; prepare intake forms; provide assessment of cases for attorneys  
Legal research and writing

Support policy advocacy and legal reform and education initiatives

Assist attorneys (in court and out of court) in Final Restraining Order hearings, non-dissolution hearings, motions and orders to show cause.

Participate at trials and/or hearings pursuant to New Jersey Court Rule 1:21-3(b) allowing students who have completed two years of law school to appear in court. (Rising 3L students only)

Assist clients in preparing court papers for pro se representation.

Attend events in conjunction with the internship; some evenings may be required

Submit an end-of-internship report at the conclusion of the program

5. Eligible applicants:

Current 1L students \_\_\_\_\_

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?

We are currently on a hybrid schedule, with Tuesdays and Thursdays in the office. The remaining days are remote, unless attending court.

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

a. References: Yes  x  No \_\_\_\_\_

i. If yes, number:  2

ii. Designation: Professional \_\_\_\_\_ 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  x  No \_\_\_\_\_ If yes, number of pages  less than 10

d. Other \_\_\_\_\_ (specify)

(continued on following page)

8. I understand and agree that as a Maida Summer Fellowship Partner site:

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- 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: MCL Date: 11/13/23

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