

**PUBLIC SERVICE UPDATE**  
**December 2017**

**I. PRO BONO UPDATE**

FAQs NY Pro Bono Requirement  
Pro Bono Opportunities @ Rutgers  
50-Hour Opportunities

**II. ROBERT COVER RETREAT: Registration Open!**

**III. SUMMER FUNDING PROGRAMS:**

AFL CIO Fellowship  
Haywood Burns Fellowship  
Peggy Browning Fellowship

**IV. SUMMER 2017 INTERNSHIPS Opportunities: Recently Posted**

DOJ Executive Office for Immigration Review, NYC  
Environmental Law Alliance, Eugene OR  
Manhattan Legal Services, NYC  
New York Lawyers Assistance Project, NYC  
Southern Coalition for Justice,  
United States Department of Justice: Executive Office of Immigration Review, Newark

**V. POST-GRADUATE FELLOWSHIPS: Recently Posted**

Access to Justice Fellowship at Neighborhood Defender Services – NYC  
Animal Law Defense  
Latino Justice Fellows  
Law and Enterprise Fellowship @ NYU

# I. Pro Bono Update

## i. FAQs NY Pro Bono Requirement

**What is the pro bono requirement?** In order to encourage law students to provide assistance to those in need, court rules require that applicants seeking to be admitted to the New York State bar will need to demonstrate that they have completed 50 hours of qualifying pro bono work prior to submitting their applications for admission. Completing this requirement is the responsibility of the student, but the Law School offers assistance in locating placements.

**Does this apply to me?** You must fulfill this requirement if you are applying for admission to the New York State bar.

### **Does my work count?**

Work must be:

- Legal work (not non-legal community service)
- Supervised by an attorney
- Generally speaking, on behalf of low-income people who cannot otherwise afford representation, *OR* work at a government agency or court

**I received a public interest fellowship from the school. Does my work still count?** If your work otherwise counts, receipt of a grant or stipend from the school does *not* disqualify the work.

**Does clinical work apply?** Yes.

**Does a judicial externship satisfy the requirement?** Yes.

**I did some pro bono work at my firm last summer. Does that count?** Possibly. Pro bono work may count if the firm did not pay you a bonus or separate compensation for the work, and the work otherwise met the requirements listed above (e.g., supervised by an attorney, for low-income individuals, etc.).

### **When and where do I have to complete the requirement?**

Work must be completed:

- After you started law school
- Before you apply for admission to the bar

**I did volunteer work before law school. Does that count?** No. You can only count hours completed after you began law school.

**Do I have to complete the requirement before I graduate?** No. You can complete the requirement after you graduate, so long as you complete it before applying for admission to the bar. However, we strongly encourage you to complete your hours while in law school, as it can be more challenging to find available projects immediately after the bar exam.

**I worked at two different places. Can I combine the hours to satisfy the requirement?** Yes. So long as the work at each location would count toward the requirement, you can combine the hours,

BUT you must submit a separate affidavit for each place you have worked that you are counting toward the requirement.

**Where do I get this form?** The Affidavit of Compliance is available [here](#)

**Do I turn this in at the law school?** No. This is a requirement of the New York State courts, not a requirement of Rutgers Law School. You must submit your documentation along with your application for admission to the New York State bar.

**I am filling out my affidavit and was wondering if I should have the current lawyer at the office where I worked sign it, or the lawyer that was there when I interned.** The form affidavit provides for the attorney who actually supervised the work to sign the affidavit.

**I still have questions. Where do I get more information?** The rule itself can be accessed [here](#)

**The Court has also posted an extensive set of FAQs, and they can be found [here](#)**

## **ii. Pro Bono Opportunities @ Rutgers**

The Rutgers pro bono program offers a broad range of well-supervised service-learning projects through which our students have the opportunity to engage in law-related service through which they gain valuable legal experience, while providing much needed legal assistance to low-income communities. During the Fall 2016 semester, **over 240 Rutgers students** enrolled in one of our structured pro bono programs. For more information about the Program, please contact Susan J. Feathers. The following are among the many projects through which Rutgers Law students can participate in law-related service:

- **Courtroom Advocates Project:** students assist victims of domestic violence with filing pro se petitions. Advocates help victims of domestic violence draft petitions for protective orders, advocate for them in their initial appearance in Family Court, and provide them with safety planning and referrals to need resources.
- **Honorable Morris Stern Bankruptcy Assistance Project:** The Honorable Morris Stern Bankruptcy Pro Bono Project (BPBP) at Rutgers Law School seeks to further two important goals: providing pro bono bankruptcy assistance to an underserved population and mentoring second- and third-year law students in the actual practice of law. This project gives students the rare opportunity to handle a case from start to finish; from the client interview, to the drafting of the petition, to attendance of the confirmation hearing.
- **Hurricane Sandy Relief Project:** Students devote 30 hours of law-related service work for Legal Services of New Jersey's Sandy Relief Project during spring break. This opportunity is open to ALL students; including 1Ls.
- **International Refugee Assistance Project:** Teams of student-lawyer volunteers assist refugee families seeking resettlement in the US. IRAP provides students a unique opportunity to gain real legal and client experience within a supportive framework. Typical work includes: preparing client interview questions and interviewing clients; submitting a Freedom of Information Act request; drafting affidavits; crafting case strategy; gathering supporting evidence; conducting legal research.
- **LGBT Legal Education and Outreach Project:** students have the opportunity to collaborate with the law school's LGBTQ Caucus, the Center for Gender Sexuality and Law and Policy and the NYC LGBT Bar Association, this project is the first NJ based LGBTQ legal advice

center. Students and pro bono attorneys provide legal advice and referrals through a weekly intake at various NJ based public interest organizations.

- **National Lawyers Guild Observer Project:** Established by Arthur Kinoy in 1968, the Legal Observer program is part of a comprehensive system of legal express their political views as fully as possible without unconstitutional disruption or interference by the police and with the fewest possible consequences from the criminal justice system.
- **Streetlaw Project:** Launched in 2006, Street Law trains law students to teach a law-related curriculum designed to empower youth and adults to become more active citizens. Among Street Law's goals are educating the community about their legal rights and responsibilities and providing students with the opportunity to cultivate stronger legal research and presentation skills.
- **VLJ Projects:** Under the supervision of experience attorneys, students can select to participate in one of five of VLJ's limited scope projects through which students can provide legal assistance to low-income clients in the following areas: **(1)** Consumer Debt; **(2)** Child Support; **(3)** Pro Se Divorce; **(4)** Expungement; and **(5)** Drivers Restoration.

*More information about the Spring 2017 Pro Bono Opportunities will be available later this month!*

### **iii. 50 Hour Projects**

We recognize that not \*all\* students are able to participate in our structured pro bono projects, and therefore, also maintain a list of organizations through which you can fulfill the NY pro bono requirement. Among the most well -known projects include the following:

- **CUNY Citizenship Now**

Provides high quality and confidential immigration service to help individuals on their path to US citizenship. Volunteer attorneys, law students and paralegal offers one-one-one consultations to assess participant's eligibility for legal benefits.

**To get involved, complete the form [here](#)**

- **Family Law Center**

This organization represents clients in all five boroughs of NYC in housing, family, public benefits and wills. There are a multidisciplinary team of social workers, researchers and lawyers who work to help clients achieve economic, family and housing stability. To get involved, send a brief cover letter, resume and writing sample to: [jobs@familycenter.org](mailto:jobs@familycenter.org).

- **Legal Aid Access to Benefits Help Line**

The Legal Aid Society is seeking volunteer assistance to help staff our Access to Benefits (A2B) Hotline, which is open for calls every Tuesday, Wednesday, Thursday and Friday from 9:30 a.m. to 12:30 p.m., and run from the Society's 199 Water Street location. Volunteers work alongside Legal Aid Society staff to answer the hotline, identify questions and legal issues, record basic information about each caller's issues, and provide advice when appropriate: no law degree is required. Our experienced A2B Hotline Coordinator supervises all volunteers.

**How to Get Involved:**

**Contact Emily Lundgren, Pro Bono Administrator at the Legal Aid Society**

(T): 212.577.3919 | [elundgren@legal-aid.org](mailto:elundgren@legal-aid.org)

All volunteer inquiries must include a copy of the students resume and a list of dates the student is interested in registering to volunteer.

➤ **New York Legal Assistance Group**

NYLAG routinely offers one-day legal clinics in the community to address urgent and other large-scale needs. Participants undergo training in the legal issues addressed in the clinic and are supervised by NYLAG staff attorneys. NYLAG has several different one-day legal clinic volunteer opportunities available. Pro bono attorneys, law grads and law students and interpreters are welcome to participate. All NYLAG One-Day Legal Clinics will count toward the 50-hour pro bono requirement for admission to the New York State Bar.

**To get involved**, contact Jaida Samuels at [volunteer@nylag.org](mailto:volunteer@nylag.org)

<http://nylag.org/get-involved/pro-bono-opportunities/one-day-legal-clinic-opportunities>

## II. ANNUAL ROBERT COVER RETREAT: Dreaming of Freedom, Working Toward a Liberated Reality

*For one weekend a year, The Robert M. Cover Retreat brings together law students, academics and practitioners committed to public interest to share their experiences, educate on the complexities and nuances of public interest law, network and reinvigorate their commitment to this important work.*

The Robert M. Cover Retreat brings together law students, academics and practitioners committed to public interest to share their experiences, educate on the complexities and nuances of public interest law, network and reinvigorate their commitment to this important work. Attendees travel from the Northeast, Mid-Atlantic, and Southeast United States to Peterborough, New Hampshire each year for a weekend filled with exciting discussions, interesting topics, and opportunities to relax and enjoy some time away from the law school environment. The retreat brings to life the vision of Robert Cover, a Yale Law School professor and social change activist. Cover's vision encompassed four principal goals:

- Connecting students with common goals and interests from across the country;
- Creating a network of professors, peers, and practitioners for students headed toward careers in public interest;
- Providing a forum for discussions about change and growth pertaining to public interest law; and
- Providing a platform for change in the public interest sector and perceptions about public interest law.

### ***The Late Robert M. Cover***

**When:** March 3-5, 2017

**Where:** Sargent Center, Peterborough, NH

**Cost:** \$195 (includes retreat fees, lodging, and all meals/food).

**What:** The Robert M. Cover Retreat brings together law students, academics and practitioners committed to public interest to share their experiences, network and reinvigorate their commitment to this important work.

**Website:** <https://www.law.yale.edu/coverretreat17>

**Facebook:** <http://www.facebook.com/CoverRetreat>

### III. SUMMER FUNDING FOR PUBLIC INTEREST

#### AFL-CIO UNION SUMMER

**Deadline: January 16, 2017**

Law Student Union Summer (LSUS) is a unique and exciting 10-week internship for law students that combines front-line, labor-related public interest legal work with grassroots organizing in ongoing campaigns by AFL-CIO-affiliated unions throughout the country.

LSUS interns are involved in community outreach, member mobilization, corporate and other non-legal research, legislative campaigns and general litigation.

**Job Description:** Responsibilities may include interviewing workers and drafting memoranda with factual and legal analysis in connection with presenting evidence to the National Labor Relations Board in unfair labor practice investigations and administrative hearings or to similar state public sector agencies. Labor-related public interest work may be performed in connection with issues that may arise during organizing or contract campaigns, such as: wage and hour violations, discrimination claims, immigration issues, environmental regulatory actions, whistle-blower protections and/or others. Organizing activities, including canvassing, planning and implementing solidarity-building activities and participating in meetings and home visits, are another primary component of the program. Travel may be required; work will vary from placement to placement; students may be based in an organizing office, local union, and national union headquarters or law firm.

Interns work on site at organizations throughout the US (not in Washington, D.C.). The weekly stipend is \$600 and transportation and housing are provided. Attorneys and union organizers supervise interns. The program **starts May 31, 2016, and runs through Aug. 5, 2016.**

**Qualifications:** Applicants must have a demonstrated interest in the practice of labor-related public interest law and may be first or second year students; students who have taken one or more labor law courses and who have experience in organizing and/or community activism are preferred.

**Application Instructions:** Submit a [Law Student Union Summer application](#), with a cover letter (see application for requirements), résumé, writing sample, law school transcript (may be unofficial) and current contact information for three references (preferably a combination of academic and/or work/internship-related). Send your application materials to AFL-CIO Law Student Union Summer by email (preferred) or regular mail to:

AFL-CIO Law Student Union Summer  
815 16th St., N.W.  
Washington, D.C. 20006

Email: [Lsus@aflcio.org](mailto:Lsus@aflcio.org)

Phone: 202-637-5385

#### HAYWOOD BURNS FELLOWSHIP

**Deadline: January 9, 2017**

The Haywood Burns Fellowships are designed to encourage students to work in the NLG's tradition of "people's lawyering." The program exists to help students apply their talents and skills to find creative ways to use the law to advance justice. Burns Fellowships provoke law students to question traditional notions of how one must practice law and to provide a summer experience that will enrich and challenge them. **Donate to support the next generation of people's lawyers [here!](#)**

The 2017 Haywood Burns Fellowship Application is now available. [Click here to download a copy of the application form](#). Deadline for applicants is Monday, January 9, 2017. Email NLG Director of Research and Education Traci Yoder at [traci@nlg.org](mailto:traci@nlg.org) if you have questions about the fellowship or the application process.

## **PEGGY BROWNING FUND**

In 2017, the Peggy Browning Fund plans to support approximately **70 funded Summer Fellowships** in labor-related organizations throughout the United States. In 2017-2018, we will support one part-time funded School-Year Fellowship (at the Chicago Newspaper Guild).

Summer Fellowship stipends are a minimum of \$6,000 per student for a ten-week employment period. In many cases Mentor Organizations will supplement the stipend. See each individual fellowship description for details. For the part-time 2017-2018 School-Year Fellowship, the total stipend will be \$6,000 (based on 15 hours/week, 11 weeks/semester).

So far we have posted only a portion of the fellowships we will be supporting in 2017. Many more will be added soon.

As soon as the fellowship application form has been activated, you may now begin applying for the fellowships that are currently posted. You may submit your applications all at once or in separate batches. We strongly suggest you continue reviewing this site to see the full range of options before submitting all of your applications.

If you have any questions, or if you have difficulty completing the form or uploading your attachments, please contact Mary Anne Moffa at 267-273-7992 or [mmoffa@peggybrowningfund.org](mailto:mmoffa@peggybrowningfund.org)

## **IV. SUMMER INTERNSHIP POSTINGS:**



## **U.S. DEPARTMENT OF JUSTICE - EXECUTIVE OFFICE FOR IMMIGRATION REVIEW, U.S. IMMIGRATION COURT (NEW YORK, NY)**

### **Job Description:**

The United States Department of Justice has several openings for legal interns with the New York Immigration Court for summer 2017. Rising second- and third-year law students are eligible to apply. Prior knowledge of immigration law is preferred but not necessary. Strong research and writing skills are required.



Issues commonly before the Court include asylum eligibility, cancellation of removal, and motions to reopen. The types of projects assigned to legal interns vary depending on the Court's docket, and will entail:

- Research and preparation of memoranda on complex legal issues
- Drafting decisions on motions pending before the Court
- Drafting decisions on applications for relief from removal

This internship offers an excellent opportunity to develop research, writing, and analytical skills. Legal interns will work under the supervision of the Court's clerks, but will also have interaction with individual Immigration Judges.

This internship is an unpaid/volunteer position. However, students may be eligible for academic credit or work-study funding. Students interested in receiving credit or work-study should contact the appropriate person at their law school to determine their eligibility. The internship is full-time and will begin on May 22, 2017. Interns are expected to be available for 10-12 weeks.

### **Application Instructions:**

All applicants must be United States citizens. Interested students should submit a detailed **cover letter, resume, official or unofficial law school transcript, three references, and writing sample of no more than ten pages**. The sample should be an original piece of work that provides evidence of the candidate's skills in legal analysis and writing and has not been heavily edited by a third party. An excerpt of a longer piece is acceptable.

Please email completed applications to: Genna Gozenpud, Judicial Law Clerk:  
Yevgeniya.Gozenpud@usdoj.gov

Applications will be accepted **until Tuesday, January 3, 2017**. Only candidates selected for interviews will be contacted.

For more information visit: <http://www.usdoj.gov/eoir/sibpages/nyc/nycmain.htm>



### **ENVIRONMENTAL LAW ALLIANCE WORLDWIDE (ELAW)**

ELAW is a network of public interest environmental lawyers and scientists who use the law to protect the environment. We provide legal and scientific resources to advocates in approximately 70 countries who are working to protect the environment and human rights. Legal interns assist the Staff Attorneys in responding to requests for assistance. These requests generate both short and long-term projects. Projects may include legal research (US and international); obtaining information about multinational companies planning to enter new countries; identifying model statutes and regulations; or evaluating legal doctrines and theories. Interns prepare memoranda to send to overseas advocates and communicate directly with these lawyers. ELAW Staff Attorneys work with interns and oversee all projects.

Successful applicants generally possess excellent research and writing skills and a strong dedication to public interest environmental law. Proficiency in a language or languages other than English is preferred, but not required. ELAW actively seeks applicants with diverse backgrounds.

**Start date is mid to late May 2017.**



**Application Instructions:** To apply for a summer legal internship in Eugene, Oregon, please email a cover letter, resume, writing sample (less than 10 pages), and a list of three references (including phone numbers) to: [summerlaw@elaw.org](mailto:summerlaw@elaw.org) (no calls, please). **Deadline February 24, 2017.** Applications are considered on a rolling basis.



## MANHATTAN LEGAL SERVICES

### Job Description

Manhattan Legal Services seeks law students to work full time during summer 2017.

Manhattan Legal Services is a part of Legal Services-NYC, the largest civil legal services provider in the nation. We seek equal justice for low-income residents of Manhattan through the provision of legal representation, systemic advocacy, and community education.

Each summer we recruit law students from around the country to expand services available in Manhattan and to help train the next generation of public interest lawyers. Interns will learn new areas of the law, gain hands-on experience, and provide an important public service.

Manhattan Legal Services handles cases in the full range of civil legal matters that affect the lives of low-income people in New York City – housing, family, and benefits, as well as in areas of growing importance to our clients such as consumer rights, education, employment, and disability rights.

The law student's responsibilities may include:

- Client intake, interviewing and outreach
- Legal research and writing
- Observation of court proceedings and/or administrative hearings; and
- Advocacy and representation with administrative agencies

The law students will receive close supervision and will also have many opportunities to attend court proceedings and interact with clients. Fluency in Spanish or a Chinese language is desirable. A commitment of 35 hours per week is required during the summer. A second or third-year law student is strongly preferred.

### Application Instructions:

If you are interested in working with us, please send a resume, cover letter, writing sample, and transcript to [mlsinternships@lsnyc.org](mailto:mlsinternships@lsnyc.org). We will only contact applicants who have been chosen for an interview.

For more information, visit: <http://www.legalservicesnyc.org/>

## NATIONAL LABOR RELATIONS BOARD (NLRB)



### **Job Description:**

The National Labor Relations Board is an independent federal agency created in 1935 to enforce the National Labor Relations Act. The NLRB investigates and remedies unfair labor practices by employers and unions. NLRB administrative law judges hear and adjudicate unfair labor practice complaints issued by the agency's General Counsel, an independent prosecutor, against unions and employers. The judges

also are involved in settlement discussions in cases pending before other administrative law judges. Judge's decisions may be appealed to the Board in Washington, the US Court of Appeals and the Supreme Court. For examples of the decisions we write, go to <https://www.nlr.gov/cases-decisions/administrative-law-judge-decisions>.

There are about 34 judges assigned to the Division's Washington, D.C., New York City and San Francisco offices. The judges hear cases of various lengths throughout the United States and its territories. After the trial, judges review the trial transcripts, exhibits, and briefs of the parties and, after researching applicable law, issue written decisions.

### **POSITION:**

Student Legal Intern, Volunteer

Students assist judges by performing legal research and writing, reading transcripts of hearings and drafting legal memoranda analyzing the facts of cases and applicable law for use by judges in developing legal analysis. Students assigned to the Washington, New York or San Francisco offices are assigned to work primarily with judges who receive assignments from those offices. However, when necessary, students may be assigned to work with judges in other offices.

### **QUALIFICATIONS:**

The Judges Division accepts applications for student internships on a continuing basis for upcoming semester or summer periods. Internships, which are generally unpaid, require a minimum of 12 to 15 hours of work per week. Applicants need not have a background in labor law, but must have excellent skills in legal writing and analysis.

### **Application Instructions:**

Email **cover letter, resume, transcript and short writing sample** to [michael.rosas@nlrb.gov](mailto:michael.rosas@nlrb.gov)

For more information, visit: <http://www.nlr.gov>



## **NEW YORK LEGAL ASSISTANCE GROUP (NYLAG)**

The New York Legal Assistance Group (NYLAG) provides free civil legal services to low-income New Yorkers. NYLAG clients include immigrants, seniors, the homebound, families facing foreclosure, renters facing eviction, low-income consumers, those in need of government assistance, children in need of special education, domestic violence survivors, persons with disabilities, patients with chronic illness or disease, low-wage workers, low-income members of the LGBT community, Holocaust survivors, and others in need.

**Job Description:** To enhance the level of services available in New York, and to help train the next generation of public interest lawyers, NYLAG is recruiting a class of law student summer intern for a wide range of positions. Each position requires a full-time commitment of 10 weeks (generally, May 30th to August 4th) and is unpaid. In addition to handling substantive work at NYLAG, interns will have the opportunity to participate in a comprehensive training service that covers the breadth of civil legal services practice in New York City, as well as a series of brown bag lunches on fellowships, clerkships and other topics of interest, and social events in and around NYLAG's office in lower Manhattan.

### **Application Instructions:**

Applicants (rising 2Ls and 3Ls) should have excellent research, writing, and analytical skills, and a strong commitment to public interest law. To apply, submit a **cover letter and resume** to [volunteer@nylag.org](mailto:volunteer@nylag.org) unless otherwise directed. Applicants may be considered for more than one position, but should indicate in a cover letter which positions are of interest and describe relevant experience. Applications are accepted on a rolling basis, and recruiting is expected to be completed by March 31, 2017.

**Application Deadline: 03/31/2017**

## **SOUTHERN COALITION FOR SOCIAL JUSTICE**

### **Job Description**

SCSJ hosts several law student interns each summer to work on a variety of our cases and campaigns. We seek 1Ls and 2Ls who have demonstrated a commitment to public interest work and SCSJ's racial justice and community lawyering mission. Please see below for our specific assignment areas. .

Positions are unpaid, and we encourage interns to identify outside funding through a law school public interest grant program or course credit. **All interns are required to attend Racial Equity Training at no cost.** See our website for more details about our practice areas, staff, and past intern experiences.

**Criminal Justice Reform Intern:** SCSJ's Criminal Justice section seeks an intern to support its broad criminal justice reform initiatives. This intern will work under the supervision of criminal justice team attorneys on a wide range of advocacy issues and cases, including: the Open Data Policing Initiative, ([opendatapolicingnc.com](http://opendatapolicingnc.com)); policy analysis and research and writing to support local community initiatives, such as the Durham Second Chance Alliance and FADE Coalition

(Fostering Alternatives to Drug Enforcement); and provide litigation support for ongoing cases, such as a wrongful conviction murder case and a federal prison conditions of confinement lawsuit. Duties may include researching legal issues and drafting memoranda, motions, or briefs to support ongoing litigation.

**Youth Justice Intern:** SCSJ established its Youth Justice Project in early 2016 and seeks an intern to support its work. YJP's mission is to ensure equity, fairness, and justice for youth in high-quality schools and the juvenile and criminal justice systems. The intern will work under the supervision of two co-directors on a wide range of advocacy and public education activities designed to end criminalization of youth in the South. Current initiatives include expanding misdemeanor diversion programs throughout North Carolina, supporting the Raise the Age campaign, and other efforts to dismantle the school to prison pipeline. Responsibilities may include legal and policy analysis, research and writing, client interviewing, and collaborative work with directly affected community members.

**Clean Slate Project Intern:** The Clean Slate Project was established under SCSJ's Criminal Justice Section in 2014 to address community requests for help with the collateral consequences of contact with the criminal justice system – primarily, that having a record prevents access to employment and housing. This intern will work alongside up to 5 other interns and under the supervision of four Clean Slate Project attorneys to process Clean Slate cases. The Clean Slate Project holds clinics 3-4 times per year (1-2 times this summer) in various areas of NC, and takes clients through referral processes outside of clinics. Responsibilities include pulling and annotating criminal records, applying the law to records to determine eligibility, client interviews and follow up, drafting letters and court petitions, researching cases with clerks, police stations, and probation offices, and administrative case file management tasks. Clean Slate interns may have the opportunity to earn a \$1212 Segal AmeriCorps Education Award by separately applying to the AmeriCorps JD program. Clean Slate internships must be full-time and splitting cannot be considered.

**Application Instructions:**

You may submit a bid through your school's Simplicity posting if applicable, or email a cover letter and resume to Kathleen Lockwood at [kathleenlockwood@southerncoalition.org](mailto:kathleenlockwood@southerncoalition.org). Please make clear in your cover letter the position(s) for which you are applying. Applications will be considered on a rolling basis until all internship positions are filled

**UNITED STATES DEPARTMENT OF JUSTICE EXECUTIVE OFFICE FOR IMMIGRATION REVIEW IMMIGRATION COURT, NEWARK & Elizabeth NEW JERSEY**

The U.S. Department of Justice, Executive Office for Immigration Review has openings for legal interns at the *Newark and Elizabeth* Immigration Courts for the summer of 2017.

**Qualifications:** All law students are eligible and encouraged to apply. Prior knowledge of immigration law is helpful but not necessary. Demonstrated commitment to public service is valued. Strong research and writing skills are required.

**Job Description:** The types of projects assigned vary depending on the court's docket and will include:

- Research and preparation of memoranda on complex legal issues;

- Drafting decisions on motions pending before the court; and
- Drafting decisions on applications for relief from removal, such as asylum, withholding of removal, and protection under Article 3 of the U.N. Convention Against Torture.

The internship will entail in-depth research and analysis of novel legal issues, as well as preparation of legal memoranda for the immigration judges. Interns can expect to complete assignments that may later be used as writing samples. The legal interns will work under the supervision of the court's judicial law clerks but will also have substantial interaction with the individual immigration judges. Interns will also have the opportunity to observe a variety of hearings and learn about a range of issues within immigration law.

This internship is an unpaid/volunteer position. However, students may be eligible for academic credit or work study funding. Students who are interested in receiving credit or funding are strongly encouraged to contact the appropriate person at their law school to determine their eligibility. A commitment of 40 hours per week for 10 weeks is required. **All applicants must be U.S. citizens, must have resided in the U.S. for 3 of the last 5 years, and will be subject to a thorough background check.**

The Elizabeth Immigration Court has an entirely detained docket, while the Newark Immigration Court primarily hears non-detained cases. Please note that the Elizabeth Immigration Court is located inside a detention facility and is not accessible by public transportation. The Newark Immigration Court is located in downtown Newark and is accessible by New Jersey Transit, buses and PATH.

**Application Instructions:** To be considered for a position, interested students must submit the following:

- Cover letter
- Resume
- Three professional/academic references (recommendation letters not necessary)
- One legal writing sample
- Law school transcript (an unofficial copy is acceptable)

Interviews will be scheduled on a rolling basis, and students are encouraged to apply early. Applications must be received no later than **Wednesday, February 1, 2017**. Late and/or incomplete applications will not be considered. Please send all questions and applications to Mari Tan, Judicial Law Clerk at the Elizabeth Immigration Court, at [Mari.Tan@usdoj.gov](mailto:Mari.Tan@usdoj.gov) **AND** Annam Farooq, Judicial Law Clerk at the Newark Immigration Court, at [Annam.Farooq@usdoj.gov](mailto:Annam.Farooq@usdoj.gov)

## V. POST-GRADUATE FELLOWSHIPS



**THE NEIGHBORHOOD DEFENDER SERVICE OF HARLEM (NDS)** is a community-based, holistic public defender office located in Harlem. NDS represents residents of Northern Manhattan who are charged with crimes who cannot afford to hire a lawyer. Clients are represented by criminal defense teams composed of lawyers, investigators, social workers, and team administrators. When a client faces related civil matters in family, housing, immigration, or other civil courts, NDS' Civil Defense and Family Defense Practices are available to represent clients in those forums as well. NDS also provides pre-arrest

representation to clients under threat of arrest. NDS adheres to a client-centered approach to representation that emphasizes a heightened responsiveness to clients' needs prior to arrest, while a case is pending and after the case concludes.

NDS was founded in 1990 as a pioneer office modeling a new, collaborative way of providing legal services to those who could otherwise not afford counsel. For 26 years NDS has remained committed to its core values of client-centered, community-based, holistic, early-entry, multi-forum, team defense. Additionally, a central part of the mission of NDS is to work to reform the criminal justice system through advocacy and to help bring NDS' core values and commitment to excellence to defender systems throughout the U.S. and around the world. As such, NDS has been in the forefront of ongoing efforts to reform specialty courts, end over-criminalization, abolish the collateral damage of collateral consequences and eradicate structural racism from our U.S. system of justice; similarly, NDS has been increasingly called to work with jurisdictions throughout New York State, the United States and around the world on enhancing access to justice, skills training and building the defense function into both emerging constitutional frameworks and inchoate governmental financing mechanisms.

**Job Description:** NDS seeks to hire a recent law school graduate to work with the executive director and his team on structural reform and access to justice issues in the U.S. and globally. The position will be available beginning Fall 2017 and will continue through Fall 2019. Applicants who have not yet graduated from law school will be considered and should apply if interested. NDS is looking for a law school graduate with demonstrated commitment to criminal justice and/or social justice issues. In addition, the job requires energy, enthusiasm, a commitment to excellence and an unwavering commitment to fairness and equality. Applicants must possess a demonstrated ability to communicate clearly and effectively both orally and through writing, and must have a high level of organizational skill in order to manage a diverse and evolving workload. Fluency in Spanish is preferred, as is prior policy reform and/or international experience.



**Application Instructions:**

Interested applicants should **email a letter of interest, resume, and writing sample** to Tony Acosta at [aacosta@ndsny.org](mailto:aacosta@ndsny.org) with the subject line, "NDS A2J Fellow Fall 2017." Please send your application as **one document, preferably PDF**. Applications are due by **Friday, December 30, 2016**. For more information about NDS, please visit our website at [www.ndsny.org](http://www.ndsny.org). Neighborhood Defender Service, Inc. is an Equal Opportunity Employer.

**WINNING THE CASE AGAINST CRUELTY****ANIMAL LAW INSTITUTE LITIGATION FELLOWSHIP**

Cotati, California

The Animal Legal Defense Fund (ALDF) is extremely pleased to announce a new Litigation Fellowship with the ALDF Animal Law Institute, a first-of-its-kind program that, by training classes of promising litigators in strategic impact litigation, will further ALDF's mission to protect the lives and advance the interests of all animals.

**About ALDF:**

For more than three decades, the Animal Legal Defense Fund has been fighting to protect the lives and advance the interests of animals through the legal system. Founded in 1979 by attorneys active in shaping the emerging field of animal law, ALDF has blazed the trail for stronger enforcement of anti-cruelty laws and more humane treatment of animals in every corner of American life. Today, ALDF's groundbreaking efforts to push the U.S. legal system to end the suffering of abused animals are supported by hundreds of dedicated attorneys and well over one-hundred thousand members. Every day, ALDF works to protect animals by:

- Filing groundbreaking lawsuits to stop animal abuse and expand the boundaries of animal law;
- Providing free legal assistance to prosecutors handling cruelty cases;
- Working to strengthen state anti-cruelty statutes;
- Encouraging the federal government to enforce existing animal protection laws;
- Nurturing the future of animal law through Student Animal Legal Defense Fund chapters and our Animal Law Program;
- Providing public education through seminars, workshops, and other outreach efforts.

In addition to our national headquarters in the San Francisco Bay Area, the Animal Legal Defense Fund maintains an office in Portland, Oregon.

**About the Animal Law Institute Litigation Fellowship:**

The Fellow will learn to develop state and federal strategic impact litigation that better the lives and legal status of animals. The Fellow will operate as part of a team, but will ultimately be responsible for

the innovation and success of his or her projects while developing litigation skills. The model applicants must have earned a J.D. within the past three years, excelled in school, earned strong work references, and have a sincere and proven interest in animal protection. The primary focus of the fellowships is on civil animal law issues, but all Fellows will be exposed to criminal anti-cruelty cases as well.

The Fellowship begins in the **Fall of 2017**, lasts roughly two years and is based at ALDF's headquarters in Cotati, California. The position offers a salary of \$55,000 annually, full medical and dental benefits, and a casual office environment, including companion animals.

### **Salary**

Dependent on Experience

### **Application Instructions:**

The application deadline for this position is **January 1, 2017**. The position will remain open until filled. Recent graduates interested in applying should email a **cover letter, résumé (including 2-3 professional references), original writing sample, and transcript** (unofficial is okay) to [wcromwell@aldf.org](mailto:wcromwell@aldf.org). Please include all materials into a single PDF file, only complete applications will be considered.

In the alternative, materials can be sent to:

Animal Legal Defense Fund  
National Headquarters  
525 East Cotati Avenue  
Cotati, CA 94931  
Attention – Wendy Cromwell  
Location: Cotati, California  
Wendy Cromwell  
[wcromwell@aldf.org](mailto:wcromwell@aldf.org)

**Application Deadline: 01/01/2017**

### **LATINO JUSTICE PRLDEF**

#### **Job Description**

LatinoJustice is one of the foremost Latino civil rights organizations in the country. Since being founded in 1972, we have brought precedent setting law reform litigation that has profoundly improved the treatment of Latinos in our society. Current areas of focus include immigrants' rights, redistricting, voting rights, housing, access to education, language and job discrimination, workplace justice issues, freedom of movement and treatment of day laborers, criminalization of Latinos, unlawful police practices, and all forms of bias that adversely affect Latinos. Recent litigation successes include: Doe v. Mamaroneck enjoining discriminatory police enforcement against Latino day laborers in Westchester; Lozano v. Hazleton stopping Pennsylvania municipality from enforcing its own local immigration ordinances redistricting access



to employment and housing; Aguilar v. U.S. Immigration & Customs Enforcement obtaining national injunctive relief reforming ICE's pre-dawn home raids practices, \$1 million in damages and immigration relief; Favors v. Cuomo, securing a fair decennial Congressional redistricting plan in NY that reflects Latino demographic population increases; and Perez-Santiago v. Volusia County, voting rights case requiring Florida county to provide bilingual ballots in compliance with Section 4(e) of the Voting Rights Act.

LatinoJustice is headquartered in New York City, and has a Southeast Regional Office in Orlando, Florida. We are seeking to hire a full-time Legal Fellow who will be based in Long Island, New York.

### **JOB DUTIES:**

The Legal Fellow will work on LatinoJustice's Latinos at Work (LAW) Workplace Justice Project addressing rampant workplace violations affecting low-income Latina/o workers in Long Island in both Nassau and Suffolk counties.

The Legal Fellow will provide an array of legal services targeting low-wage workers who have been victims of employment-related issues, such as: wage theft cases for immigrant workers involving unpaid or underpaid wages & tips, minimum & overtime wages, and prevailing wages; whistleblower and retaliation cases; workplace discrimination and harassment; workplace health and safety and workers' compensation issues; paid sick leave; and complaints filed with the New York and United States Department of Labor and other governmental or law enforcement agencies.

Under the direct supervision of the Deputy General Counsel, the Legal Fellow will provide legal services that include: brief advice and counsel; legal education; referral service; assistance in completing court and government agency complaint forms; representation in court and/or administrative proceedings; and representation in appeals or other complex matters. In addition, the Legal Fellow will serve as a liaison to local community-based organizational partners, create bilingual legal information materials, and organize and conduct regular legal clinics and know-your-rights workshops.

The Legal Fellow will have the support and collaboration of members of LatinoJustice's legal team, including the Senior Legal Assistant who manages LatinoJustice's Intake hotline service; as well as the collaboration of our Communications Department to produce bilingual materials, handouts and event marketing to support the Fellow's community engagement work. The Legal Fellow will travel locally in Nassau and Suffolk counties, and on a schedule to be agreed upon, to our offices in Manhattan in connection with legal and community work.

### **EDUCATION AND QUALIFICATIONS:**

The Legal Fellow will be a recent law graduate with a record of commitment to public interest and civil rights issues. The Fellow will have NY State Bar License and be in good standing in state and federal courts. Applications from law graduates who have passed the New York bar exam and are awaiting admission will be considered. The Legal Fellow will also have knowledge of constitutional law and civil rights issues and the ability to develop substantive knowledge as needed in new areas of focus within the broader civil rights/constitutional law umbrella.

The Legal Fellow should be energetic, self-motivated, and with high levels of emotional intelligence and empathy to work with vulnerable populations, mostly immigrants who suffer extreme workplace abuses; the Fellow possesses excellent interpersonal skills to develop bonds with the community and facilitate collaboration; is an optimist with the ability to work well independently and in teams; has ability to collaborate successfully with a broad and diverse range of communities and individuals; has strong organization skills; and, is able to manage several projects simultaneously in a fast paced environment. Bilingual Spanish/English is required.

**Application Instructions:** Send Cover letter, resume and writing sample to: Silvia Orna, Director of Human Resources and Operations, [sorna@latinojustice.org](mailto:sorna@latinojustice.org)

## **NEW YORK UNIVERSITY SCHOOL OF LAW: Law and Entrepreneurship Fellow**

### **Job Description**

New York University School of Law has openings in fellowships in the areas of entrepreneurship, social entrepreneurship, and innovation for the 2017-2018 academic year. The purpose of these fellowships is to promote research and curriculum development in subjects related to legal issues in these areas. The fellowships broadly define social enterprise as the use of business strategies to solve intractable social problems and advance a social mission. It encompasses topics including but not limited to start-up social ventures, corporate social responsibility, impact investing, and microfinance. The Fellowship is open to third year law students and recent law school graduates with the strongest credentials and the most exciting ideas that have the potential to impact the fast-growing field of social entrepreneurship.

The Law and Social Enterprise Fellowships are being administered by NYU School of Law under the auspices of the Jacobson Leadership Program in Law and Business. Fellows are expected to produce a substantial piece of work during their time at the Law School. A proposed plan for the Fellowship year – specifying the need for the project, goals to be met by the project, how the goals will further the field of law and social enterprise, and a timeline – will provide the basis for applications. Fellows will work on their project and participate in activities of the Jacobson Leadership Program and other faculty workshops and colloquia.

The Fellows will benefit from the mentorship of Jacobson Leadership Program Faculty Directors Helen S. Scott, Professor of Law, and Gerald Rosenfeld, Distinguished Scholar in Residence and Senior Lecturer, Business Clinical Professor of Business at NYU Stern and Vice Chairman of US Investment Banking and Strategic Advisor at Lazard Ltd. Fellows receive a stipend, anticipated to be approximately \$50,000 for the coming academic year, as well as health insurance and a space to work in the Law School.

The Directors will select the fellows. Projects will be selected for funding based upon the potential of their research to enable a more robust and nuanced understanding of the relationships between law and social enterprise. Fellows will be chosen on the basis of their demonstrated academic excellence, their commitment to social enterprise, and the quality and feasibility of the proposed project.

### **Salary**

\$55k/year

### **Application Instructions:**

The application deadline for the Social Enterprise Fellowship is **February 24, 2017**. The Fellowship will last for one year, from June 2017 through July 2018. Applications should include: a short statement describing prior experiences that demonstrate applicant's interest in law and social entrepreneurship, and aspirations for future work in this area, as well as the project proposal and plan. Applications should also include: **curriculum vitae; law school transcript; copies of any publications; two letters of recommendation** from individuals familiar with the candidate's academic or professional qualifications. Please email your application to [LeadershipProgram@mercury.law.nyu.edu](mailto:LeadershipProgram@mercury.law.nyu.edu).

**Application Deadline: 02/24/2017**

