***SAMPLE PUBLIC INTEREST RESUME***

**SEEKING A. LAWJOB**

747 Legal Street (706) 123-4567 4078 Oak Street

Athens, GA 30602 [salawjob@uga.edu](mailto:salawjob@uga.edu) Boston, MA 02199

**EDUCATION**

**University of Georgia School of Law, Athens, GA**

J.D. expected, May 2016

*GPA*: 3.30 (Top 33% = 3.38, Top 50% = 3.14)

*Honors*: Spurgeon Public Interest Fellowship

*Activities*: Public Interest Law Council, President

Equal Justice Foundation Board

Alternative Spring Break *pro bono* service, New Orleans Public

Defender’s Office, 2014 and 2015

**University of Georgia Institute for Nonprofit Organizations**, Athens, GA

Graduate Certificate in Nonprofit Management, May 2013

**Northeastern University School of Public Policy and Urban Affairs**, Boston, MA

Bachelor of Science in Human Services, Minor in Spanish, *cum laude*, May 2012

*GPA*: 3.30

*Honors*: Religious Studies Department, Scholastic Achievement Award

*Study Abroad*: Northeastern Study Abroad Program: Business, Politics & Culture of the

European Union, Geneva, Switzerland, Summer 2011

*Activities*: Northeastern Students4Giving, Membership Chair

Annual Social Impact Conference, 2012 Vice Chair

**EXPERIENCE**

**Georgia Division of Family and Children Services,** Atlanta, GA **July 2015 – August 2015**

*Legal Assistant*

• Drafted petitions and motions on behalf of clients in guardianship disputes, including

a successful probate guardianship transfer and the appointment of a temporary guardian

• Researched termination of parental rights and other related issues under the Juvenile

Court Act for attorney’s reference during oral arguments

• Prepared cases for administrative hearings by determining sufficiency of the evidence,

creating case theory memoranda, and drafting direct and cross-examination questions

**UGA School of Law**, Athens, GA **May 2015 – July 2015**

*Research Assistant for Professor Eleanor Lanier*

• Researched issues relating to adult guardianship proceedings for treatise on elder law

**Georgia Law Center for the Homeless**, Atlanta, GA **July 2014 – August 2014**

*Intern*

• Supported attorneys representing homeless clients in administrative and judicial proceedings

• Reviewed client records and developed legal strategies for administrative appeals

• Drafted motions, negotiated settlements, and assisted Legal Director at trial

**Western Judicial Circuit Public Defender Office,** Athens, GA **May 2014 – June 2014**

*UGA Law Criminal Defense Clinic Extern*

• Conducted legal research, drafted motions, investigated facts, developed defense theories

and case strategy, and supported assistant public defenders throughout trials

**Human Rights League**, Bratislava, Slovakia **Summer 2013**

*Law Clerk*

• Analyzed U.S. immigration case law to identify arguments for use in immigration hearings

at the Ministry of Foreign Affairs

• Observed asylum hearings

• Researched Country of Origin Information to corroborate information in asylum petitions

• Helped organize public cultural events to increase community familiarity with Middle

Eastern, African and South American cultures

**Nonprofit Consulting, LLC**, Atlanta, GA **October 2012 – May 2013**

*Law Clerk*

• Selected for fellowship in nonprofit leadership and strategic management

• Participated in training sessions led by staff, business consultants and business school affiliates

• Led community collaboration to lay foundation for successful 12-week farmers market

• Managed research initiative to document prevalence of foreclosure in two urban neighborhoods

• Partnered with Department of Neighborhood Development to offer foreclosure prevention class

**Urban Earned Income Tax Clinic**, Boston, MA **November 2010 – May 2011**

*Volunteer Tax Preparer*

**Saugus for Obama**, Saugus, MA **May 2007 – November 2008**

*Volunteer*

• Used VoteBuilder software to divide canvassing areas

• Supervised phone outreach to rural voters

**ADDITIONAL INFORMATION**

Interests include opera and playing violin in a string quartet