

**D.C. SEMESTER  
SAMPLE PLACEMENT OPPORTUNITIES**

This list is not exhaustive but a *sample* of available placements. Be sure to speak with Professor Heywood regarding opportunities in which you have an interest but may not be listed here.

*Capitol Hill*

Committee on Veterans' Affairs (U.S. Senate, Majority)  
U.S. House Committee on the Judiciary (Majority)

*Civil Rights/Social Justice*

Human Rights Campaign  
Lawyers' Committee for Civil Rights Under the Law  
National Women's Law Center  
U.S. Department of the Interior, Office of Civil Rights  
DOJ, Civil Rights Division (various)

*Constitutional Law*

U.S. Department of Justice, Office of Legal Policy  
Washington Legal Foundation

*Consumer Protection*

Consumer Financial Protection Bureau

*Copyright*

Recording Industry Association of America

*Corporate Litigation*

Federal Trade Commission, Bureau of Competition  
U.S. Department of Justice, Antitrust Division  
U.S. Department of Justice, Tax Division  
U.S. Securities & Exchange Commission

*Criminal Law*

Public Defender Service for the District of Columbia (defense)  
U.S. Department of Justice, Criminal Division, Public Integrity Section (prosecution)

*Health Law*

United States Court of Federal Claims, Office of Special Master (Vaccine Court)

*International*

U.S. Securities & Exchange Commission, Office of International Affairs

*International: Human Rights*

American Bar Association, Center for Human Rights

*International: Trade*

Interagency Trade Enforcement Center, Office of the U.S. Trade Representative  
U.S. Department of Commerce, Commercial Law Development Program  
U.S. Department of Commerce, Office of the Chief Counsel for International Commerce  
U.S. Department of Commerce, Office of the Chief Counsel for Trade Enforcement and Compliance

*Labor*

Federal Labor Relations Authority, Administrative Law Judges

*Telecommunications*

Federal Communications Commission, Public Safety and Homeland Security, Policy Division

*Transportation & Administrative Law*

U.S. Department of Transportation, Federal Railroad Authority, Office of Chief Counsel

*Whistleblower*

Office of Special Counsel

### **Capitol Hill: Committee on Veterans' Affairs (U.S. Senate, Majority)**

The Veterans' Affairs committee was created in 1970 to transfer responsibilities for veterans from the Finance and Labor committees to a single panel. From 1947 to 1970, matters relating to veterans' compensation and veterans generally were referred to the Committee on Finance, while matters relating to the vocational rehabilitation, education, medical care, civil relief, and civilian readjustment of veterans were referred to the Committee on Labor and Public Welfare.

Congressional legislation affecting veterans changed over the years. For the members of the armed forces and their families in the nation's early wars -- the Revolutionary War, the War of 1812, the Mexican War, the Civil War and the Spanish-American War -- the response of the federal government had been essentially financial. This was clearly the legislative mission of the Senate Committee on Pensions which was created as one of the Senate's original standing committees in 1816 and continued until its termination in the Legislative Reorganization Act of 1946.

During World War I the nature of the congressional response to veterans' needs changed towards a more diversified set of programs. A war risk insurance program, which was referred to the Senate Finance Committee, changed the consideration of veterans' benefits in the Senate. The Finance Committee was the Senate standing committee most responsible for veterans' programs from 1917 to 1946. After World War II, the Finance Committee handled the Servicemen's Readjustment Act of 1944, the "GI Bill of Rights," which extended to servicemen and their families, a number of benefits including unemployment assistance, education, vocational training, housing and business loan guarantees, as well as the traditional medical and pension benefits of previous times. Many experts believe this law was one of the most important elements in the expansion of the middle class following World War II.

The Veterans Affairs Committee has a total of 15 members with Chairman Johnny Isakson and Ranking Member Jon Tester in leadership roles during the 115th Congress.

Interested students should submit a resume, cover letter and writing sample to:

Adam Reece  
Deputy Staff Director  
Committee on Veterans' Affairs  
Russell Senate Office Building, SR-412  
Washington, D.C. 20510

### **Capitol Hill: U.S. House Committee on the Judiciary (Majority)**

Interested students must apply through the website, <https://judiciary.house.gov/internships>. Deadline is **October 1, 2019**.

### **Civil Rights/Social Justice: Human Rights Campaign**

Human Rights Campaign (HRC) is the nation's largest lesbian, gay, bisexual and transgender civil rights organization dedicated to ending discrimination, securing equal rights and protecting the health and safety of the LGBT community. With a 150-person national staff and more than 1.5 million members and supporters, HRC lobbies the federal government on LGBT legislative and regulatory matters, advocates before the courts as an amicus curiae, participates in judicial and executive branch nominations process, leads and/or actively works on national civil rights coalitions, educates the public, participates in elections and works at the grassroots level on civil rights and political matters of national importance.

Law fellows (interns) work with HRC attorneys, outside counsel from major national law firms, lobbyists, and organizational allies and congressional and White House staff members on legislative, regulatory and internal corporate matters. Practice areas include constitutional, contract, criminal, education, employment, disability, family, benefits, tax, health care, immigration, intellectual property, media, military and real estate law. Fellows undertake projects involving sophisticated legal research and writing, analysis and drafting of legislation and administrative regulations, legislative and regulatory advocacy and national coalition work.

If you have any candidates that you think would be a good fit for our organization, please have them send a resume, cover letter, transcript and brief legal writing sample

**APPLICATION:**

Visit the website for details regarding the application process: <http://www.hrc.org/the-hrc-story/internships>.

**Civil Rights/Social Justice: Lawyers' Committee on Civil Rights Under Law**

Interested students must apply through the Lawyers' Committee website: <https://lawyerscommittee.org/career-opportunities/>

**Civil Rights/Social Justice: National Women's Law Center**

Detailed information is available here: <https://nwlc.org/job/law-student-internships-2019/>

**Civil Rights/Social Justice: U.S. Department of the Interior, Office of Civil Rights**

This opportunity is located in the U.S. Department of the Interior's (DOI) Office of Civil Rights (OCR), Employment Complaints and Adjudication Division (ECAD). DOI's mission is to protect and manage the Nation's natural resources and cultural heritage; provide scientific and other information about those resources; and honor its trust responsibilities or special commitments to American Indians, Alaska Natives, and affiliated island communities.

OCR is responsible for the development and enforcement of all civil rights and equal opportunity programs within DOI. ECAD's duties include: (1) adjudicating employment discrimination complaints filed against DOI by federal employees and applicants pursuant to Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1967, the Rehabilitation Act of 1973, the Genetic Information Nondiscrimination Act of 2008, and all applicable regulations and executive Orders; (2) providing technical assistance and policy guidance to DOI Bureaus on all legal, administrative, and procedural matters concerning employment discrimination complaints; and (3) providing training to DOI employees, managers, and supervisors on their rights and responsibilities under applicable federal sector equal employment opportunity laws and statutes.

The intern will be a full-fledged member of our ECAD team with his/her own caseload and will perform the following duties under the direct supervision of a licensed attorney:

- Independently review and edit procedural dismissals and draft merit-based adjudications of employment discrimination complaints. This entails analyzing evidence in a complaint file and report of investigation, conducting legal research, and writing a legal decision.
- Attend ECAD staff meetings, OCR staff meetings, and outward-facing meetings with DOI field office representatives.

- Participate in EEO policy discussions and, where appropriate, draft DOI Equal Employment Opportunity (EEO) policies.
- Identify, monitor, and present significant developments in employment discrimination law.
- Draft internal legal memoranda.

Students must demonstrate not only superb analytical and legal writing skills, but also a familiarity with the Federal Rules of Evidence and EEO laws/policies/regulations. We at ECAD pride ourselves on being a warm and welcoming team. To that end, we practice an open-door policy, so if there are any questions, students are encouraged to ask anyone on the ECAD team.

The position is located at DOI's Headquarters, 1849 C Street, NW, Washington, DC, 20240, and requires a security clearance.

Interested candidates should submit a cover letter, resume, five-page writing sample, transcript, and three references to Thomas Ziehnert, [thomas\\_p\\_ziehnert@ios.doi.gov](mailto:thomas_p_ziehnert@ios.doi.gov). Applications are reviewed upon submission.

**Civil Rights/Social Justice: U.S. Department of Justice, Civil Division**

Multiple opportunities available; <https://www.justice.gov/crt/volunteer-and-paid-student-internships>. Deadline is **November 1, 2019**.

**Constitutional Law: U.S. Department of Justice, Office of Legal Policy**

The Office of Legal Policy (OLP) at the United States Department of Justice is seeking highly qualified students to serve as volunteer interns during the Fall semester of 2019. A position as an OLP intern will contribute to the office's work in its three primary areas of responsibility: policy development, judicial nominations, and regulations. To that end, interns will conduct legal and non-legal research and analysis, prepare memoranda and talking points, monitor important developments in key policy areas, and review materials relevant to the Senate confirmation process. They will work closely with OLP attorneys and may have the opportunity to meet other attorneys in the Department of Justice as well. OLP's interns work hard and are valued members of the OLP team. The internship is designed to provide students with a challenging experience that reflects the demands and rewards of public service.

First-year (second semester only), second, and third-year law students. Excellent research and writing skills with Lexis/Nexis and Westlaw proficiency.

All interested students should send their resume to: [Matrina.Matthews@usdoj.gov](mailto:Matrina.Matthews@usdoj.gov) at U.S. Department of Justice Office of Legal Policy, Washington, D.C. 20530

**Constitutional Law: Washington Legal Foundation**

The New Civil Liberties Alliance is a public-interest law firm founded by Professor Philip Hamburger of Columbia Law School to protect the civil liberties and constitutional rights of Americans from incursions by the administrative state. Law students who intern with us operate at the highest level of legal advocacy at an exciting time when courts, including the United States Supreme Court, are recognizing the threat posed by the administrative state.

Administrative power systematically threatens constitutional freedoms, including first amendment rights of speech, free exercise of religion, association and petition, jury trial rights, and due process. Recent court

opinions and academic debates, major conferences on Chevron and other deference doctrines—such as the 2017 & 2018 Federalist Society National Lawyers Conventions—are increasingly devoted to this topic. Working in this field will give law students and new lawyers a rare opportunity to shape the development of American law to restore original constitutional principles in the critical decades ahead—and to say that they participated in the beginning of the movement.

So far, our team of lawyers has filed original litigation representing clients in key cases, filed amicus briefs in high-profile Supreme Court and federal circuit court cases, and filed petitions for rule making with nearly every major federal administrative agency. Students interested in working with us should have first-class legal research and writing skills, a passion for civil liberties and constitutional law, sound judgment and an ability to think strategically.

Our team consists of accomplished lawyers and other professionals who are deeply committed to and passionate about our mission. We work hard, enjoy a challenge, cultivate a creative, thoughtful and fun atmosphere, and look forward to the incomparable rewards of clients well-represented and work well done. Law students will conduct legal research, write memoranda of law, help identify case opportunities, and learn from our experienced litigators about all aspects of NCLA's work.

Applicants should submit a resume, transcript, two writing samples unedited by others, and a cover letter explaining their interest in NCLA's work to Margaret A. Little, Senior Litigation Counsel: [peggy.little@ncla.legal](mailto:peggy.little@ncla.legal).

### **Consumer Protection: Consumer Financial Protection Bureau**

The Bureau of Consumer Financial Protection is now accepting applications from 2L, 3L, and 4L law students for its 2019 Fall Externship Program in our Washington DC office. The Bureau is an independent federal agency built to protect consumers. We write and enforce rules that keep banks and other financial companies operating fairly. We also educate and empower consumers, helping them make more informed choices to achieve their financial goals.

Externs will work in one program area during the externship. Positions are available in the following program areas:

*Legal Division:* The Bureau's Legal Division (LD) serves as counsel to the Bureau, advising the Director on all legal matters. In this capacity, LD develops and advances Bureau legal strategy in collaboration with other stakeholders on mission-critical issues and provides timely legal support and advice on all issues before the Bureau. LD consists of the following three program offices:

- \* Litigation & Oversight, which represents the Bureau in all appellate and defensive litigation, manages the Bureau's responses to oversight authorities, and advises the Director and Bureau components on issues presenting legal and other risks;

- \* General Law & Ethics, which advises the Bureau on legal issues related to all areas of general law, ensures compliance with federal ethics laws, and represents the Bureau in administrative litigation in labor and employment matters and procurement bid protests; and

- \* Law & Policy, which advises the Bureau on authorities and jurisdiction, the interpretation of federal consumer financial statutes and regulations, and matters of administrative law.

Externs in LD will have the opportunity to work on projects for each of the three program offices. Projects generally consist of (1) conducting substantive legal research on complex questions of law, (2) drafting memoranda, correspondence, and motions, (3) assisting attorneys with matters in active litigation or active Congressional investigations, and (4) assisting LD attorneys in the Bureau-wide review process for policy and rulemaking initiatives. Externs are also invited to attend weekly staff meetings, moots, court proceedings, and other exciting events throughout the term.

*Office of Regulations:* The Bureau's Office of Regulations develops, writes, and implements Federal consumer financial regulations. Our mission is to advance policy that fosters an accessible, fair, transparent, and competitive financial services market for both consumers and providers by:

- \* Developing and amending rules and guidance to protect consumers, reduce unwarranted regulatory burden, and lower barriers to consumer-friendly innovation;

- \* Facilitating consistent compliance with federal consumer financial law by providing implementation support and ongoing interpretive guidance; and

- \* Serving within the Bureau as the authority on the interpretation of Bureau rules.

Externs will be placed with a rulemaking or regulatory implementation team for the duration of their semester-long externship. We seek candidates with a wide variety of backgrounds and interests, including candidates interested in government, public policy, regulation, administrative law, consumer protection, or consumer finance. An extern's duties may include researching and analyzing complex factual, legal, and policy issues; preparing memos addressing these issues; and presenting their work to team members and others.

*Office of Enforcement:* The Office of Enforcement enforces federal consumer financial laws by investigating cases of potential wrongdoing and taking legal action where appropriate. Externs in the Office of Enforcement support cases in active litigation and matters in the investigation stage. Sample assignments include:

- \* Conducting legal research and drafting internal memoranda;

- \* Drafting filings for enforcement actions litigating in both federal court and administrative courts;

- \* Assisting in preparation for depositions, hearings, and negotiations with outside counsel.

Observational opportunities are included.

This is an excellent opportunity for students to be involved in, and learn about, substantive consumer protection laws, the enforcement of those laws, and the general administrative policies and procedures of a federal agency.

*Office of Supervision Policy:* The Office of Supervision Policy develops supervision strategy and provides subject-matter expertise to the Bureau's examination staff on legal and policy issues. OSP's work is varied, spanning the consumer financial marketplace under the Bureau's supervisory authority, including mortgages, student loans, auto loans, payday lending, and international money transfers. We work closely with other offices in the Bureau, including the offices of Enforcement, Fair Lending, Regulations, Markets, and Legal, as well as with other regulators (both state and federal). One of the core responsibilities of OSP

is to ensure examination findings of unfair, deceptive, or abusive acts or practices other violations of Federal consumer financial law are consistent across markets, charters, and regions. OSP does that by providing ongoing legal analysis and policy support to examiners in each product market on each examination.

OSP externs can expect assignments such as: (1) drafting legal memos to analyze whether citations of Federal consumer financial law are appropriate in examinations in a variety of areas, (2) updating examination procedures, job aids, and training materials used by regional staff to ensure they remain up-to-date and easy to use, and (3) reviewing examination reports, supervisory letters, and other OSP documents, such as Supervisory Highlights, a public report that shares anonymized findings of the supervision program. Externs are also invited to join calls with examiners, OSP subject matter team meetings and bi-weekly staff meetings, and meetings with other regulators.

**ADDITIONAL QUALIFICATIONS:** Applicants should have excellent research and writing skills, solid academic credentials and a demonstrated commitment to the mission of the Bureau. Must be a U.S. Citizen.

**HOW TO APPLY:** Email a cover letter, resume, and unofficial law school transcript to: Student Program Manager, Bureau of Consumer Financial Protection: [studentvolunteer@cfpb.gov](mailto:studentvolunteer@cfpb.gov)  
Include "2020 Spring Legal Externship" in the subject line. *Please rank the program areas in the order of your interest. Applications will be considered on a rolling basis.*

#### **Copyright: Recording Industry Association of America**

The Recording Industry Association of America (RIAA) is the trade organization that supports and promotes the creative and financial vitality of the major music companies. Its members are music labels that comprise the most vibrant record industry in the world. RIAA members create, manufacture, and/or distribute approximately 85% of all legitimate recorded music produced and sold in the U.S. RIAA works to protect the intellectual property and First Amendment rights of artists and music labels; conduct consumer, industry and technical research; and monitor and review state and federal laws, regulations and policies.

**APPLICATION:** Application requires résumé, cover letter, transcript and writing sample (5-10 pages). Cover letters should be addressed to:

Mr. Steven Gottlieb  
Vice President and Counsel, Public Policy and Industry Relations  
Recording Industry Association of America  
1025 F Street, NW, 10<sup>th</sup> Floor  
Washington, D.C. 20004

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#### **Corporate Litigation: Federal Trade Commission, Bureau of Competition**

The Federal Trade Commission's Bureau of Competition enforces the nation's antitrust laws. The antitrust laws promote vigorous competition and protect consumers from anticompetitive mergers and business practices, such as monopolistic conduct, attempts to monopolize, and conspiracies in restraint of trade. The Bureau investigates potential antitrust law violations and seeks legal remedies in federal court or before the FTC's administrative law judge. In addition to its enforcement work, the FTC provides guidance about the application of the antitrust laws to various stakeholders, including Congress, policy makers, other federal and state government



agencies, foreign governments, industry participants, and the public. The Bureau of Competition offers fall and spring semester legal internships to second- and third-year law students at its Washington, D.C. offices. Semester legal interns work closely with attorneys, economists, and other investigative staff on actual law enforcement investigations, and federal and administrative court litigations.

Typical assignments include conducting legal and factual research, interviewing witnesses, writing legal memoranda, and preparing documents and exhibits. Six divisions participate in the semester legal intern program: Mergers I, Mergers II, Mergers III, Mergers IV, Health Care, and the Technology Task Force.

The Mergers I Division, Health Care Division, and the Technology Task Force are accepting applications for both part-time (at least 12 hours per week) and full-time interns.

The Mergers II and Mergers IV Divisions are also accepting applications for both part-time (at least 20 hours per week) and full-time interns, but Mergers IV strongly prefers full-time candidates.

The Mergers III Division is accepting applications for full-time interns only.

Students should apply directly to each division in which they have an interest. The following application materials are required: cover letter, resume, law school transcript, seven-page writing sample (seven-page maximum; excerpts of a longer sample permitted), and three academic or professional references. Only U.S. citizens are eligible to apply. Division descriptions and contact information are below.

The application period for the spring 2020 semester is September 3 – October 31, 2019. For fall 2020, the application period is January 24 – March 31, 2020. Interviews are scheduled and offers are extended on a rolling basis. Students are encouraged to submit their applications before the deadline.

#### *Division Descriptions and Contacts*

**The Mergers I Division** investigates potentially anticompetitive conduct in the context of mergers and acquisitions. The Division reviews transactions in health care-related industries, including branded and generic pharmaceutical manufacturing and distribution, medical devices, and consumer health products, as well as matters involving scientific, industrial, and consumer products. The Division has also been active in technology markets, such as those involving mobile advertising and audience measurement services. Contact: Jean McNeil ([bmneil@ftc.gov](mailto:bmneil@ftc.gov); 202-326-2856) Mergers II

**The Mergers II Division** investigates potentially anticompetitive conduct in the context of mergers and acquisitions. The Division reviews transactions in a wide range of industries, from semiconductors and other high-tech hardware, to industrial chemicals, mining, commercial software, music, and video games. The Division has successfully litigated a number of merger enforcement actions in federal and administrative court, including, most recently, Tronox/Cristal

and Wilhelmsen/Drew Marine Group. Contact: Frances Anne Johnson (fjohnson@ftc.gov; 202-326-3221) Mergers III

**The Mergers III Division** investigates potentially anticompetitive conduct in the context of mergers and acquisitions. The Division reviews transactions in the oil, gasoline, and natural gas industries, including pipelines and terminals. In recent years, Mergers III has also reviewed mergers in other industries, including industrial spray equipment, real estate and property-related products and services, digital databases and information services, and industrial manufacturing and distribution. Mergers III also helps prepare the FTC’s annual report on concentration in the ethanol industry, and enforces the Commission’s rule preventing market manipulation in wholesale petroleum markets. Contact: Helder Agostinho (hagostinho@ftc.gov; 202-326-3415)

**The Mergers IV Division** investigates potentially anticompetitive conduct in the context of mergers and acquisitions. The Division reviews transactions involving health care providers, office supply distribution, food distribution, casino services, supermarkets, specialty retail stores, and consumer goods. The Division has successfully litigated a number of cases in federal and administrative court, including Sanford Health/Mid Dakota Clinic; Staples/Office Depot; Advocate Health Care/NorthShore University HealthSystem; Sysco/US Foods; and ProMedica Health System/St. Luke’s Hospital. Contacts: Chris Caputo (ccaputo@ftc.gov; 202-326-2460) and Emily Bowne (ebowne@ftc.gov; 202-326-2552)

**The Health Care Division** investigates potentially anticompetitive conduct—including price-fixing, group boycotts, exclusive dealing, monopolization, and mergers—involving physicians and other health professionals, pharmaceutical companies, and hospitals and other institutional providers. A major focus of the Division is the Commission’s effort to stop anticompetitive reverse-payment agreements that unlawfully insulate branded drugs from competition from lower-cost generic drugs. The Division also provides guidance on health care competition to policy makers, federal and foreign agencies, industry, and the public. Contact: Tanya O’Neil (toneil@ftc.gov; 202-326-2053)

**The Technology Task Force** is to identify and investigate anticompetitive conduct (including consummated mergers) in markets in which digital technology is an important dimension of competition, such as online platforms, digital advertising, social networking, software, operating systems, and streaming services. The TTF leverages its existing expertise and works with other Commission staff, including technologists, to develop a deep understanding of the unique features of complex digital markets. The Task Force was created in February 2019. Contacts: Christine Kennedy (ckennedy@ftc.gov; 202-326-3569) and Michael Mikawa (mmikawa@ftc.gov; 202-326-2511)

#### **Corporate Litigation: U.S. Department of Justice, Antitrust**

The Antitrust Division is responsible for enforcing federal laws designed to ensure our nation’s markets are free and open to robust competition. In recent years, the Division has focused on prosecution of large international cartels involving multinational and Fortune 500 firms.

Interns will assist in trials and hearings; review documents; prepare legal memoranda and briefs; attend depositions; work closely with attorneys conducting investigations; present legal research in a group setting; prepare assistance requests for foreign documents; conduct interviews of national and international subjects.

Applications require cover letter, resume, writing sample, and official or unofficial transcript to: [atr.personnel@usdoj.gov](mailto:atr.personnel@usdoj.gov). Cover letters should be addressed to:

Debbie Wood  
U.S. Department of Justice – Antitrust Division  
450 Fifth Street, NW  
Washington, DC 20530

Spring deadline: November 30; Fall: July 31

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**Corporate Litigation: U.S. Department of Justice, Tax Division**  
<https://www.justice.gov/legal-careers/job/volunteer-legal-internship-0>

**Corporate/Litigation: U.S. Securities & Exchange Commission**

The SEC boasts robust programs in which students experience real world and real time assignments that are directly related or are in support of our mission is to protect investors, maintain fair, orderly, and efficient markets, and facilitate capital formation through securities and financial market regulation.

Students work with SEC Staff members on projects covering a broad range of the Commission’s mission such as conducting investigations of industry and issuer practices, assisting in the litigation of enforcement actions, and drafting proposed statutes and rules. SEC Staff members serve as professional mentors, assisting with research and writing projects as well as providing advice and guidance on career development. Students are invited to attend seminars, workshops, and commission meetings as a part of their service at the SEC. More information regarding the program is available here:

<https://www.usajobs.gov/GetJob/ViewDetails/540938000>

**APPLICATION:** Students must apply directly through USAJOBS. Applications are due October 13, 2019. Decisions are rolling; early applications encouraged.

**Criminal Law: Public Defender Service for the District of Columbia**

The Public Defender Service for the District of Columbia (PDS) provides and promotes quality legal representation to indigent adults and children facing a loss of liberty in the District of Columbia and thereby protects society’s interest in the fair administration of justice. PDS is a federally funded, independent organization, governed by an eleven-member Board of Trustees. PDS is recognized as one of the best public defender offices in the country—local or federal. It has become the national standard-bearer and the benchmark by which other public defender systems often measure themselves.

In the District, PDS and the DC courts share the responsibility for providing constitutionally mandated legal representation to people who cannot pay for their own attorney. Under the District’s Criminal Justice Act (CJA), the courts generally appoint PDS to the more serious, more complex, resource-intensive, and time-consuming criminal cases and juvenile delinquency cases.

PDS attorneys also handle criminal appeals, almost all parole revocation hearings, most Drug Court sanction hearings, and represent people facing involuntary commitment in the mental health system, children with special education needs facing delinquency charges, and clients in civil proceedings that were triggered by their criminal charges or their incarceration.

PDS is composed of four functional areas: Legal Services, Legal Support Services, Technical Assistance to the District of Columbia Court System, and Executive and Administrative Management.

**RESPONSIBILITIES:** The PDS law clerk program gives law students an opportunity to assist attorneys in all aspects of case preparation. Law clerks perform legal research, draft motions, interview incarcerated and institutionalized clients, perform field investigation, represent juveniles in institutional disciplinary hearings, respond to inmate letters request legal assistance, attend discovery conferences, prepare pretrial motions, attend trials, parole hearings and appellate arguments and perform a wide range of research and case preparation duties. Law clerks usually work with a group of attorneys in the Trial, Appellate, Mental Health, Special Litigation, Civil Legal Services, Community Defender or Parole Divisions.

**QUALIFICATIONS:** PDS is highly selective and seeks students with a strong academic record, demonstrated interest in criminal law and/or commitment to public service.

**APPLICATION:** Application requires résumé, cover letter, brief legal writing sample and a grade list. Cover letters should be addressed to:

Ms. Jennifer Thomas  
Director of Legal Recruiting  
Public Defender Service for the District of Columbia  
633 Indiana Avenue, NW  
Washington, D.C. 20004

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### **Criminal Law: U.S. Department of Justice, Criminal Division, Public Integrity Section**

PIN oversees the federal effort to combat corruption through the prosecution of elected and appointed public officials at all levels of government. PIN has exclusive jurisdiction over allegations of criminal misconduct on the part of federal judges and also monitors the investigation and prosecution of election and conflict of interest crimes. PIN attorneys prosecute selected cases against federal, state, and local officials, and are available as a source of advice and expertise to other prosecutors and investigators.

**Job Description:** Legal interns work closely with PIN trial attorneys on a range of investigative and litigation issues related to PIN's efforts to combat public corruption. Projects deal with the procedural and substantive aspects of criminal law and include researching and briefing complex legal questions, drafting motions, responses, and other litigation documents for active cases, and updating PIN's internal research resources. Legal interns typically work on a variety of projects during their internships, so as to better understand the breadth of PIN cases, and are offered opportunities to observe witness interviews, hearings and other proceedings, and to produce significant written work product. Interning for PIN is an intensive but rewarding experience and has been invaluable for prior interns, many of whom have gone on to clerk after graduation for both Federal District and Circuit Court Judges and others of whom have been accepted into the Department's extremely competitive Honors Program.

**Qualifications:** All applicants must be currently enrolled in law school and have a strong academic background, excellent research and writing skills, mature judgment, and a commitment to public service

work. Because of the sensitive nature of PIN's work, all offers are contingent upon the satisfactory completion of a security clearance.

Application Process: To apply, please submit via e-mail, in a single .pdf document, a cover letter, resume, law school transcript (official or unofficial), legal writing sample (not to exceed 10 pages), and three references. Email application materials to [pin.interns@usdoj.gov](mailto:pin.interns@usdoj.gov). Applications accepted on a rolling basis.

### **Health Law: United States Court of Federal Claims, Office of Special Master (Vaccine Court)**

The Office of Special Master (OSM) resolves cases alleging vaccines caused an injury pursuant to the National Childhood Vaccine Injury Act of 1986. Special Masters act as trial judges making final decisions, determining whether the vaccine caused injury, establishing the amount of damages and awarding attorneys' fees. Externs assist Special Masters with case management including preparing orders, reviewing filings and legal briefs, editing opinions, analyzing legal petitions and drafting legal memoranda.

APPLICATION: Application requires résumé, cover letter and unofficial law school transcript. Cover letters should be addressed to:

Nora Beth Dorsey  
Chief Special Master  
United States Court of Federal Claims  
Office of Special Masters  
717 Madison Place, N.W.  
Washington, D.C. 20005

### **International: U.S. Securities & Exchange Commission, Office of International Affairs**

The SEC boasts robust programs in which students experience real world and real time assignments that are directly related or are in support of our mission is to protect investors, maintain fair, orderly, and efficient markets, and facilitate capital formation through securities and financial market regulation.

Students work with SEC Staff members on projects covering a broad range of the Commission's mission such as conducting investigations of industry and issuer practices, assisting in the litigation of enforcement actions, and drafting proposed statutes and rules. SEC Staff members serve as professional mentors, assisting with research and writing projects as well as providing advice and guidance on career development. Students are invited to attend seminars, workshops, and commission meetings as a part of their service at the SEC. More information regarding the program is available here: <https://www.sec.gov/ohr/current-students-link.html>.

APPLICATION: Students must apply directly through USAJOBS. Applications are due October 13, 2019. Decisions are rolling; early applications encouraged.

### **International Law: Human Rights -- American Bar Association, Center for Human Rights**

The American Bar Association Center for Human Rights is seeking a legal intern for Fall 2019. The intern will work closely with our regional staff attorneys, human rights groups and pro bono attorneys to provide legal assistance to human rights defenders who are the subject of harassment in retaliation for their advocacy efforts in the region. The Intern will gain invaluable insight into human rights litigation and advocacy. Depending on the needs of our cases at any given time, interns should expect to do several of the following

tasks: conduct legal research and draft pleadings, motions, and briefs, conduct supplemental fact-finding and assist at interviews; attend press conferences and briefings; draft editorials on key human rights issues; and, monitor ongoing human rights abuses internationally via human rights listserves and other news sources.

All interns must have a demonstrated commitment to public interest and knowledge of international law. Applications must include the following: • cover letter • recent resume (please indicate any language proficiencies) • legal writing sample • list of 3 references. Please submit applications to [justicedefenders@americanbar.org](mailto:justicedefenders@americanbar.org). Applications will be considered on a rolling basis.

#### **International: Trade -- Interagency Trade Enforcement Center, Office of the U.S. Trade Representative**

The Interagency Trade Enforcement Center (ITEC) in Washington is seeking full-time interns. ITEC was established by Executive Order in 2012 and seeks to enhance enforcement of U.S. trade rights and domestic trade laws. ITEC works across and in coordination with multiple agencies including the United States Trade Representative (USTR) and International Trade Administration (ITR).

A huge plus though not necessary is an ability to read any of the following: Vietnamese, Portuguese, Spanish, Chinese, Bahasa. NOTE: Please contact Professor Heywood directly regarding ITEC.

#### **International: Trade -- U.S. Department of Commerce, Commercial Law Development Program**

The Commercial Law Development Program (CLDP), within the U.S. Department of Commerce Office of General Counsel, is uniquely tasked with providing technical assistance in the commercial law arena to foreign governments and private sectors of transitional countries in support of their economic development goals. Most of CLDP's activities are components of comprehensive assistance programs. These programs are customized to address key issues that are high priorities for both a host government and the firms interested in doing business in that country. Through these programs, CLDP actively helps to improve the legal and regulatory environment for U.S. businesses working in developing countries.

CLDP provides law clerks interested in international development, trade, and energy law, including project finance, oil and gas exploration and power project development, the opportunity to work both independently and as a part of a team in the design, development, and implementation of legal technical assistance programs for developing and transitional countries, including Iraq, Afghanistan, the Maghreb, the Gulf, Latin America, and countries in Sub-Saharan Africa and Eastern Europe. Law clerk duties include: preparing case studies pursuant to legal research; drafting objective and legal memoranda on regional customs unions, trade and investment framework agreements, international franchising, and judicial systems; developing subject background papers on complex international and comparative law issues;

**QUALIFICATIONS:** CLDP welcomes legal interns to work alongside its international teams to conduct research and analysis and write legal reports that identify the current opportunities for CLDP to effect international reforms and document the activities of the CLDP teams around the globe. CLDP legal interns work with the respective regional teams that currently focus on improving commercial legal environments worldwide. CLDP seeks self-motivated individuals with strong writing skills. Proficiency in the language of a country in which CLDP presently works is a definite plus.

**APPLICATION:** Please send a cover letter (semester and dates when available) and resume to [cldp@doc.gov](mailto:cldp@doc.gov). Be sure to write INTERNSHIP in the subject line.

**International: Trade -- U.S. Department of Commerce, Office of the Chief Counsel for International Commerce**

The Office of the Chief Counsel for International Commerce (OCC-IC), U.S. Department of Commerce, Washington, D.C., seeks two full or part-time volunteer law interns for Spring 2020.

OCC-IC provides legal advice and support to the International Trade Administration (ITA) on international trade, investment, export promotion and antitrust matters. International Commerce attorneys work closely with the Office of the U.S. Trade Representative, the State Department, other government agencies, and the private sector.

Our attorneys primarily focus on:

**Multilateral and Bilateral Trade and Investment Agreements:** Providing advice on interpretation, application, and enforcement of the World Trade Organization agreements, as well as regional and bilateral free trade agreements like the NAFTA; and supporting and participating in multilateral and bilateral negotiations related to international trade, intellectual property rights, and cross-border investment.

**Bringing Down Trade Barriers:** Advising ITA on addressing barriers to U.S. exports and foreign investment, including foreign infringement of U.S. intellectual property rights. We work with ITA to determine the nature of the barrier, the applicable international legal requirements, and the legal and policy tools available to address the barrier.

**Promoting U.S. Exports:** Providing legal support to the U.S. & Foreign Commercial Service and other parts of ITA in promoting U.S. exports through trade missions and other activities.

OCC-IC works to ensure that interns have meaningful and interesting assignments that include client contact and participating in interagency meetings. Each intern will be assigned a supervisor, who will meet with the intern on a regular basis to discuss progress. Candidates who are interested in a unique international law experience, and who have a background or demonstrated interest in international trade and investment law, are encouraged to apply.

If interested, please e-mail or fax (do not send by regular mail) your cover letter, resume, a 5-10 page writing sample (preferably on an international law subject), and law school transcript to: [occic@doc.gov](mailto:occic@doc.gov). To expedite the handling of your application, please indicate "Fall 2019 Internship" in the subject matter area of your correspondence. Application deadline for the Fall 2019 Internship: August 23, 2019. Applications will be reviewed on a rolling basis.

**International: Trade -- U.S. Department of Commerce, Office of General Counsel, Office of the Chief Counsel for Trade Enforcement and Compliance**

The Office of the Chief Counsel for Trade Enforcement & Compliance (CC-TEC) is the principal legal advisor to Enforcement & Compliance (E&C), an agency of the International Trade Administration at the U.S. Department of Commerce. CC-TEC attorneys advise Enforcement and Compliance (E&C) regarding legal issues that arise during antidumping (unfair pricing) and countervailing duty (foreign government subsidization) administrative proceedings. CC-TEC attorneys also defend E&C's determinations before federal courts and NAFTA panels and in WTO dispute settlement proceedings. In addition, the office is involved in negotiating multilateral and bilateral trade agreements involving trade remedies. For additional

information, please visit CC-TEC's website at <https://ogc.commerce.gov/collection/office-chief-counsel-trade-enforcement-and-compliance>.

CC-TEC attorneys' work is generally divided into two categories – administrative work and litigation. Administrative work includes providing detailed legal advice regarding the complex statutory and regulatory provisions under which antidumping and countervailing duty determinations are made, to ensure that they are consistent with the statute. Litigation work includes drafting briefs for litigation before the U.S. Court of International Trade and U.S. Court of Appeals for the Federal Circuit, as well as drafting submissions for WTO and NAFTA disputes.

Law clerks report to and work under the close supervision of both staff attorneys and senior counsel. Assignments are coordinated in a manner that ensures the law clerks work with numerous CC-TEC attorneys and have exposure to a broad range of legal issues and tasks. Completed work is reviewed by attorneys for research effectiveness, soundness of approach and legal argument, proper application of legal precepts, and consistency with instructions. In the past, we have hired a number of our law clerks as staff attorneys.

**Requirements:** Excellent legal research and writing skills and demonstrated interest in international trade law and/or administrative law

**Application:** Please submit a cover letter, resume, writing sample, and an unofficial law school transcript. Application materials should be sent electronically to James Ahrens at "[hiringsattorney@trade.gov](mailto:hiringsattorney@trade.gov)." NOTE: In the subject line of the e-mail, please state "Law Clerk Position." E-mails that do not use this language may not be opened or considered in a timely manner.

### **Labor: Federal Labor Relations Authority, Administrative Law Judges**

The Federal Labor Relations Authority (FLRA) is an independent administrative federal agency created by Title VII of the Civil Service Reform Act of 1978, which allows certain non-postal federal employees to organize, bargain collectively, and participate through labor organizations of their choice in decisions affecting their working lives. FLRA Administrative Law Judges (ALJs) perform a variety of functions related primarily to conducting hearings and rendering recommended decisions in cases involving alleged unfair labor practices. ALJs also are required to render decisions involving applications for attorney fees filed under the Back Pay Act and the Equal Access to Justice Act.

**RESPONSIBILITIES:** The intern will perform clerkship type duties for an administrative law judge, which includes conducting legal research, drafting of legal memoranda, orders, and decisions, and hearing preparation, all related to the proceedings we conduct pursuant to 5 CFR 2423.20 through 2423.34.

**APPLICATION:** Application requires résumé, cover letter, transcript and a brief writing sample (5-10 pages). Cover letters should be addressed to:

The Honorable Charles Center  
Chief Administrative Law Judge  
Federal Labor Relations Authority  
1400 K Street, NW  
Washington, D.C. 20424



**Telecommunications: Federal Communications Commission, Public Safety and Homeland Security, Policy Division**

The Policy Division drafts, develops, and administers rules, regulations, and policies, including those pertaining to 700 MHz and 800 MHz spectrum, 911/Enhanced 911 (E911), Public Safety Answering Points (PSAPs), operability and interoperability for public safety communications. In addition, the Policy Division oversees the licensing of spectrum for public safety entities (e.g., police and fire departments).

**RESPONSIBILITIES:** The intern will assist with analysis of a broad spectrum of legal issues relating to the policies, programs and regulations of the agency. He/she will perform legal research on a variety of issues and also may be required to prepare written summary of research findings. Additionally, the intern will assist in the preparation of legal memoranda and other Commission documents. The intern also will attend and participate in meetings with Commission personnel and outside parties.

**QUALIFICATIONS:** Applicants should possess strong analytical, research, writing and organizational skills.

**APPLICATION:** Application requires résumé, cover letter and a brief writing sample. Cover letters should be addressed to:

Mr. John Evanoff  
Public Safety and Homeland Security Bureau, Policy Division  
Federal Communications Commission  
445 12th Street, SW  
Washington, D.C. 20554

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**Transportation & Administrative Law: U.S. Department of Transportation, Federal Railroad Authority, Office of Chief Counsel**

An internship in FRA's Office of Chief Counsel provides an opportunity to work closely with experienced attorneys, build professional confidence, develop essential legal skills, and gain exposure to a variety of legal work that is common throughout the Federal Government. This opportunity would involve work with both the Safety Law Division (e.g., rulemaking, enforcement) and General Law Division (e.g., personnel matters, grants).

**ABOUT THE AGENCY:** FRA is part of the U.S. Department of Transportation. In support of the Agency's mission, the Safety Law Division provides a variety of legal services for enforcement, regulatory, and locomotive crew certification matters. Attorneys routinely enforce civil penalty cases, draft regulatory documents, and draft decisions related to locomotive crew certification. The General Law Division provides a variety of legal services including those related to financial assistance programs, passenger rail programs, employment law, environmental law, fiscal law, and ethics.

**ABOUT THE INTERNSHIP:** The Office of Chief Counsel seeks a full-time student intern (minimum 32 hours per week for 12 weeks, open to 2Ls and 3Ls, unpaid, for academic credit) for spring semester 2018 in the headquarters office (1200 New Jersey Avenue SE, Washington, DC). The student intern will be mentored and supervised by a designated attorney, although the intern would work with an expert attorney for each assignment. Within Safety Law, interns often draft decisions related to locomotive engineer and conductor certification and participate in the review and settlement of civil penalty enforcement cases. Within General Law, interns often participate in employment law litigation and assist with environmental reviews under the National Environmental Policy Act. Especially at the beginning, interns typically take on some

projects that provide an introduction to FRA's enforcement and safety regulations and other projects based on the needs of the Office of Chief Counsel. As the internship progresses, interns generally have been able to take on more responsibility in areas of interest as they demonstrate proficiency.

HOW TO APPLY: Please send a cover letter, resume, and writing sample (approx. 10 pages) to Michael Masci, Trial Attorney, michael.masci@dot.gov. Applications will be considered on a rolling basis.

### **Whistleblower: Office of Special Counsel**

OSC seeks law students for internships to help execute the agency's high-profile mission in its Washington, DC, headquarters. During the internship, the law student works with a division or unit within OSC. Brief descriptions of OSC's divisions and units are below:

**Investigation and Prosecution Division.** The Investigation and Prosecution Division investigates, analyzes and prosecutes prohibited personnel practice complaints once they are referred by the Complaints Examining Unit. The staff in this unit may attempt to resolve complaints through negotiated settlements with agency officials. Attorneys also prosecute complaints before the Merit Systems Protection Board.

**Alternative Dispute Resolution.** The Alternative Dispute Resolution Unit mediates selected complaints from two divisions -- Prohibited Personnel Practices and USERRA. Alternative dispute resolution can yield results that are faster, less expensive and more tailored to the parties' needs than traditional legal routes.

**Case Review Division.** The Case Review Division is the first point of contact in OSC for individuals alleging reprisal for whistleblowing and other prohibited personnel practices. The Units' staff conduct initial reviews to determine whether further investigation is warranted by the Investigation and Prosecution Division (or whether the matter is a candidate for alternative dispute resolution).

**Disclosure Unit.** The Disclosure Unit receives and evaluates claims of wrongdoing within the executive branch of the federal government from federal employees, former employees and applicants for federal employment. This unit's staff review five types of disclosures specified in the statute: violations of a law, rule or regulation; gross mismanagement; a gross waste of funds; an abuse of authority; and a substantial and specific danger to public health or safety. If the claim meets the statutory threshold, the matter is referred to the Secretary of the agency involved for an investigation, which culminates in a report to OSC. After the completion of OSC's review and any follow-up, the report is transmitted to the President and relevant Congressional oversight committees.

**Hatch Act Unit.** The Hatch Act Unit enforces the Hatch Act by investigating complaints to determine whether a violation occurred. After investigating a complaint and determining that a violation has occurred, the Unit will either issue a warning letter to the subject, attempt to informally resolve the violation, negotiate a settlement or prosecute the case before the Merit Systems Protection Board. The Unit is also responsible for outreach, training and advisory opinions.

**Office of General Counsel.** The Office of General Counsel provides legal advice to OSC program areas. In addition, attorneys in this division are responsible for OSC's Freedom of Information Act and Privacy Act programs, for defending OSC in litigation in federal court, and for advising on any area of law that may affect a federal agency, such as ethics, appropriations or information security.

**Uniformed Services Employment and Reemployment Rights Act (USERRA).** This Unit receives, investigates, resolves, and (if necessary) litigates USERRA complaints against federal executive agencies. USERRA staff review USERRA complaints and gather relevant information to determine whether a violation occurred. If staff concludes there is sufficient evidence of a violation, OSC attempts to correct the

violation with the agency involved and to obtain appropriate relief for the claimant. If such efforts are unsuccessful, OSC may represent the claimant and file an action before the Merit Systems Protection Board.

Please submit a resume, cover letter, transcript and writing sample to:

Sandra Shufelt  
Employee Relations and Policy Officer  
U.S. Office of Special Counsel  
1730 M Street NW, Suite 300  
Washington, DC 20036