

D.C. SEMESTER IN PRACTICE
SAMPLE PLACEMENT OPPORTUNITIES

This list is not exhaustive but a *sample* of available placements. Contact Professor Heywood (jheywood@uga.edu) regarding additional opportunities in which you have interest.

Capitol Hill

House Judiciary (Majority)
House Judiciary (Minority)
Senate Judiciary (Majority)
Senate Judiciary (Minority)
House Ways & Means (Majority)
House Ways & Means (Minority)
House Committee on Oversight and Reform, Economic and Consumer Policy Subcommittee (Majority)
House Committee on Oversight and Reform, Civil Rights and Civil Liberties Subcommittee (Majority)

Civil Rights/Social Justice

National Women's Law Center
U.S. Department of the Interior, Office of Civil Rights
U.S. Department of Justice, Civil Rights Division (various)

Constitutional Law

New Civil Liberties Alliance
U.S. Department of Justice, Federal Programs Branch
U.S. Department of Justice, Office of Legal Policy

Copyright

Recording Industry Association of America

Corporate/Commercial Litigation

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

Criminal Law (Defense & Prosecution)

Public Defender Service for the District of Columbia (defense)
U.S. Department of Justice, Criminal Division, Public Integrity Section (prosecution)
Multiple opportunities exist within DOJ's Criminal Division: <https://www.justice.gov/criminal/volunteer-internships>

Environmental Law

U.S. Department of Justice, Environment and Natural Resources Division

Health Law

U.S. Court of Federal Claims, Office of Special Master (Vaccine Court)
U.S. Department of Health and Human Services, Children, Families and Aging Division

International Development

American Bar Association, Rule of Law Initiative (Asia)

International Law (Corporate)

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

International Law (Human Rights)

American Bar Association, Center for Human Rights

International Law (Trade)

U.S. Department of Commerce (multiple offices)

Labor

Federal Labor Relations Authority, Administrative Law Judges

Telecommunications

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

Think Tanks

Heritage Foundation

Transportation & Administrative Law

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

Whistleblower

Office of Special Counsel

Capitol Hill: House Judiciary (Majority)

<https://judiciary.house.gov/about/internship-opportunities.htm>

October 1 deadline.

Capitol Hill: House Judiciary (Minority)

<https://republicans-judiciary.house.gov/committee-internship-program/>

October 31 deadline.

Capitol Hill: Senate Judiciary (Majority & Minority)

Applications for internships and clerkships on the Judiciary Committee are considered through Members' personal offices: <https://www.judiciary.senate.gov/about/members>

Various deadlines.

Capitol Hill: House Ways & Means (Majority)

<https://waysandmeans.house.gov/contact/internships>

November 1 deadline.

Capitol Hill: House Ways & Means (Minority)

https://gop-waysandmeans.house.gov/about_internships/

November 1 deadline.

Capitol Hill: House Committee on Oversight and Reform, Economic and Consumer Policy Subcommittee

Please submit cover letter, resume and writing sample to Professor Heywood as a single PDF. Letter should be addressed to: Richard Trumka Jr., General Counsel & Staff Director, Oversight and Reform Subcommittee on Economic and Consumer Policy.

Capitol Hill: House Committee on Oversight and Reform, Civil Rights and Civil Liberties Subcommittee (Majority)

The Democratic staff of the House Committee on Oversight and Reform, Subcommittee on Civil Rights and Civil Liberties, is seeking an energetic and self-motivated law. The position offers the opportunity to gain substantive experience on an exciting and fast-paced Subcommittee, while participating directly in the oversight process and learning about the day-to-day operations of the House of Representatives. Responsibilities include, but are not limited to, assisting staff in preparing for congressional hearings, conducting legal and factual research, drafting memoranda, and attending various briefings and meetings with Executive Branch and private sector officials. Law students play a key role in the office and will work closely with Committee counsel and staff.

Background: The Committee on Oversight and Reform is the primary investigative committee of the U.S. House of Representatives, with jurisdiction to investigate any matter at any time. The Subcommittee on Civil Rights and Civil Liberties has jurisdiction over issues related to civil rights, civil liberties and the equal protection of laws, including voting rights; freedom of religion, speech, press, and assembly; equal employment; nondisclosure agreements; criminal justice reform policies; and the Census Bureau.

Qualifications: Applicants should have (i) an interest in public service and (ii) a desire to learn. They also must have superior attention to detail, work well under pressure, be self-motivated, and possess excellent written and oral communication skills.

Application: Email Professor Heywood your cover letter and resume as a single PDF. Cover letter should be addressed to: Candyce Phoenix, Staff Director, House Committee on Oversight and Reform, Subcommittee on Civil Rights and Civil Liberties.

Civil Rights/Social Justice: National Women’s Law Center

Interested students must apply through the NWLC website:

<https://nwlc.org/jobs-at-nwlc/internships/>

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 must submit a cover letter, resume, five-page writing sample, transcript, and three references to Thomas Ziehnert. Please email your application materials to Professor Heywood as a single PDF.

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

Multiple opportunities --

<https://www.justice.gov/crt/volunteer-and-paid-student-internships>. Applications accepted June 30-November 1.

Constitutional Law: New Civil Liberties Alliance

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.

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.

Application requires a resume, transcript, two writing samples unedited by others, and a cover letter. Address your cover letter to Margaret A. Little, Senior Litigation Counsel. Please send your application materials to Professor Heywood as a single PDF.

Constitutional Law: U.S. Department of Justice, Federal Programs Branch

Application requires cover letter, resume, writing sample and unofficial law school transcript. Please send your application materials to Professor Heywood as a single PDF. Applications are accepted on a rolling basis and positions fill quickly. Deadline is October 15.

<https://www.justice.gov/legal-careers/job/unpaid-law-student-volunteer-academic-year-federal-programs>

Constitutional Law & Judicial Nominations: 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 for Fall 2020. 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.

Excellent research and writing skills with Lexis/Nexis and Westlaw proficiency.

Email your cover letter and resume to Professor Heywood as a single PDF. Address cover letter to Matrina Matthews, U.S. Department of Justice Office of Legal Policy, Washington, D.C. 20530

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 requires résumé, cover letter, transcript and writing sample (5-10 pages). Please email your application materials to Professor Heywood as a single PDF. Please address your cover letter as follows: Mr. Steven Gottlieb, Vice President and Counsel, Public Policy and Industry Relations, Recording Industry Association of America, 1025 F Street, NW, 10th Floor, Washington, D.C. 20004

Commercial 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.

APPLICATION INSTRUCTIONS: 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. Email materials to Professor Heywood as a single PDF.

Contact information for each division is below.

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 (bmcneil@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)

Commercial Litigation: U.S. Department of Justice, Tax Division

DOJ's Tax Division provides students tremendous litigation experience, among the best at the Department. Please send your cover letter, resume, transcript and writing sample to LawInterns.TaxDivision@USDOJ.gov.

Commercial Litigation/Corporate Law: U.S. Securities & Exchange Commission

Students must apply directly through USAJOBS: <https://www.usajobs.gov/GetJob/ViewDetails/563007900>. Application deadline is November 15. Admissions are rolling so apply early.

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.

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.

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. Please send your application materials to Professor Heywood as a single PDF. 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

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.

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.

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 materials to Professor Heywood as a single PDF. Application deadlines are rolling.

Criminal Law: Multiple opportunities exist in DOJ's Criminal Division:

<https://www.justice.gov/criminal/volunteer-internships>. Deadlines vary. Apply early.

Environmental Law: U.S. Department of Justice, Environment and Natural Resources Division

Students must apply per these specific instructions:

<https://www.justice.gov/file/1122961/download>

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 requires résumé, cover letter and an unofficial law school transcript. Please email your application materials to Professor Heywood as a single PDF. Cover letter 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

Health Law: U.S. Department of Health and Human Services, Children, Families and Aging Division

Please email cover letter, resume and writing sample to Professor Heywood as a single PDF. Cover letter should be addressed as follows: Judith Haron, Acting Associate General Counsel, U.S. Department of Health and Human Services, Office of the General Counsel, Children, Families and Aging Division, 330 Independence Ave., S.W., Washington, DC 20201

International Development: American Bar Association, Rule of Law Initiative (Asia)

Interested students must apply through the ABA website:

<https://usr57.dayforcehcm.com/CandidatePortal/en-US/aba?q=intern&l=-1275>

International Law (Corporate): U.S. Securities & Exchange Commission, Office of International Affairs

Students must apply directly through USAJOBS: <https://www.usajobs.gov/GetJob/ViewDetails/563007900>. Application deadline is November 15. Admissions are rolling so apply early.

International Law (Trade): U.S. Department of Commerce (multiple opportunities)

<https://www.commerce.gov/work-with-us/internships>

Please coordinate your application(s) with Professor Heywood.

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). Email your application materials to Professor Heywood as a single PDF. 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

National Security: National Security Division, Counterintelligence & Export Control Section

Applicants must have an active TS/SCI clearance. Application requires cover letter, resume, legal writing sample (no more than 10 pages), an unofficial transcript and a list of three references (include email contact) to CES_Intern_Applications@usdoj.gov. Please cc: Jacqueline.prim@usdoj.gov

All materials should be combined into a single PDF. Subject line should read: [LAST NAME] – CES 2020 (Fall) internship application. Deadline for Fall 2020: April 25, 2020

National Security: National Security Division, Counterintelligence and Export Control Section, FARA Unit

Applicants must have an active TS/SCI clearance. Application requires cover letter, resume, legal writing sample (no more than 10 pages), an unofficial transcript and a list of three references (include email contact) to CES_Intern_Applications@usdoj.gov. Please cc: Jacqueline.prim@usdoj.gov

All materials should be combined into a single PDF. Subject line should read: [LAST NAME] – CES FARA 2020 (Fall) internship application. Deadline for Fall 2020: April 25, 2020

**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.

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

Application requires résumé, cover letter and a brief writing sample. Please email your application materials to Professor Heywood as a single PDF. Cover letters should be addressed as follows: Mr. John Evanoff, Public Safety and Homeland Security Bureau, Policy Division, Federal Communications Commission, 445 12th Street, SW, Washington, D.C. 20554

Think Tanks: Heritage Foundation

<https://www.heritage.org/young-leaders-program/departments-and-intern-roles>

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).

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.

Application requires a cover letter, resume, and writing sample (approx. 10 pages). Cover letter should be addressed to Michael Masci, Trial Attorney. Please send your application materials to Professor Heywood as a single PDF.

Whistleblower: Office of Special Counsel

OSC seeks law students for internships to help execute the agency's high-profile mission in its in 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.

Application requires a resume, cover letter, transcript and writing sample. Email your application materials to Professor Heywood as a single PDF. Address your cover letters as follows:

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