

# Public Interest Career Guide

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University of Georgia School of Law

Public Interest Law Council  
Office of Student Professional Development  
Revised September 2013



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The University of Georgia®

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# INTRODUCTION

## **Public Interest Career Guide**

This guide is the product of a collaboration of the Public Interest Law Council (PILC) and Georgia Law Student Professional Development (SPD). The purpose of this guide is to assist students in understanding and identifying public interest opportunities, applying for positions and crafting internships, and locating funding sources for unpaid positions.

Look out for additional collaborations between PILC and SPD throughout the year, including speakers, networking events, information sessions, and mock table talk sessions.

## **Georgia Law's Public Interest Law Council**

Public interest students at Georgia Law founded the Public Interest Law Council (PILC) in 2010 in response to the need for increased collaboration among student groups and expanded public interest programming. PILC's mission is to expand the concept of public interest law at UGA. The organization is a council of student organizations who support public interest careers as well as *pro bono* work from within the private sector.

PILC strives to offer a forum for different organizations, people and viewpoints to come together to support each other and strengthen Georgia Law's commitment to various forms of public service. In addition to serving as a forum of inter-organization cooperation and communication, PILC provides a variety of educational, social, career, philanthropic and service programming to encourage students to get involved in their community as law students and as future practicing attorneys.

## **Student Professional Development and Legal Career Services**

The offices of Student Professional Development and Legal Career Services are critical resources for students with a range of career interests.

SPD hosts numerous events throughout the year, and works with students and organizations on mentoring and networking endeavors. SPD maintains a library of career resources online (<http://www.law.uga.edu/student-professional-development>) as well as in collaboration with the Law Library.

LCS provides targeted public sector interview programs, organizes on-campus interviews, and maintains a database of career opportunities for 1Ls, 2Ls, 3Ls, and graduates. LCS counselors provide individual advice on resumes, cover letters and job search strategies. To set up an individual career appointment with LCS, please schedule in Symplicity: <https://law-uga-csm.symplicity.com/>

Before you begin your job search, please review the LCS and NALP policies, located at the back of this handbook.

## DEFINING PUBLIC INTEREST WORK

Public interest law is a broad category of work that, roughly, includes all work undertaken primarily to serve the public good, rather than for profit. Individuals with legal training work in a variety of legal and non-legal positions in the public, nonprofit, and private sectors.

For a more thorough survey of public interest work settings, visit:

<http://www.law.harvard.edu/current/careers/opia/public-interest-law/index.html>

### Public Interest Myths

Because public interest salaries are lower than what top law firms pay, there are a number of misconceptions about public interest work.

First, there's the myth that students with loans cannot afford to work in the public interest. Due to the relatively low cost of a Georgia Law education, as compared with private institutions, and the availability of waivers and in-state tuition after one year for out-of-state students, this has always been less true for Georgia Law graduates. In addition, recent legislation has been passed that makes loan repayment contingent on income, and with qualifying employers, any remaining balance is discharged after ten years of public service work. Furthermore, some employers, such as certain federal agencies, help their employees pay back student loans. For up-to-date information on debt relief assistance, visit:

<http://www.equaljusticeworks.org/law-school/student-debt-relief>

Second, there's the myth that because public interest careers pay less than private firms, public interest lawyers had lower grades and lesser qualifications than their peers who went into private practice. In fact, some public interest opportunities, such as opportunities within the Justice Department or with nonprofit organizations such as the NAACP, are just as, if not more, competitive than top firms. At Georgia Law, many of our top graduates choose public service. Government and nonprofit employers are just as interested in hiring top talent, they just assess talent differently, emphasizing hands-on and life experience as well as academic performance. Moreover, if students choose to erroneously judge a lawyer by his or her pay, they should know that not all private firms pay six-figure salaries to new lawyers— NALP reports that for firms with fewer than 25 employees, the average starting salary is less than \$68,000, which is comparable to the high-end of the public interest entry-level pay scale:

[http://www.nalp.org/key\\_salary\\_measures\\_class2011](http://www.nalp.org/key_salary_measures_class2011)

### Government

Public interest careers include jobs at the local, state, and federal levels. With a JD, individuals can work as a public servant in a number of capacities, such as a judge, JAG officer, public defender, prosecutor, or federal attorney. These examples are only the tip of the iceberg when it comes to what you can do within government as a JD. Politicians are often law school graduates, and lawyers work in other non-legal roles, such as managers, researchers, and policy makers. Work with the government is often particularly attractive to students interested in public service careers, as these careers are generally associated with job stability, an upper middleclass lifestyle, a moderate and flexible schedule, and excellent health and retirement benefits. With some exceptions, such as summer honors programs and opportunities within certain agencies, summer internships in government work may be unpaid.

## Nonprofit

Nonprofit organizations are tax-exempt organizations whose primary purpose is to offer some form of public service, rather than to generate income. Nonprofit organizations include agencies such as the ACLU, NAACP, and Red Cross as well as universities, some hospitals, legal services organizations, churches, and charitable organizations. Individuals with legal training may work in roles as advocates, researchers, project managers, or executive directors. Average starting salaries are around \$40,000, but vary widely depending on region, organizational size, and responsibilities. Individuals working for nonprofit organizations generally qualify for federal loan repayment assistance. Even though starting salaries may be low within nonprofit organizations, oftentimes they have good benefit programs as a way to compensate employees better.

## Private Sector

In addition to numerous opportunities for *pro bono* work in private practice, a number of private firms practice or have specialties in public interest fields such as housing, labor and employment, and immigration. Most private firms require associates to complete a certain number of *pro bono* hours per year, and often some portion of these hours count towards billable hours. The extent of community service as measured by *pro bono* hours is a big point of pride for firms. Moreover, individuals at private law firms can put their experience to work outside of the office, sitting on the boards of local nonprofit organizations. It is not uncommon for careers to span several sectors, such as a lawyer who transitions from private practice to government or nonprofit work. Increasingly, there is cooperation between sectors. Such “third sector” collaborations between private and nonprofit institutions are a hot topic among venture capitalists, and increasingly, are gaining the attention from the federal government as a more effective means of addressing social needs.

# STARTING YOUR JOB SEARCH

## Finding Opportunities

### Employer Research

If you have a particular area of interest, such as child advocacy or public defense, a great place to start your research is with national organizations whose members practice in these areas of law. For instance, the National Legal Aid and Defender Association ([www.nlada.org](http://www.nlada.org)) has a directory of civil legal aid and public defender offices and a national job board for full-time opportunities. SPD has a host of suggested resources on the Student Professional Development website (<http://www.law.uga.edu/student-professional-development>)

If you lack defined interests and preferred regions to guide your search, the best place to start is by talking to your LCS advisor to explore your ideas. The Public Interest Law Council holds monthly networking events, public interest employer meet-and-greets, and a mentorship program. SPD sponsors an array of informational seminars with guest speakers, on law practice specialties and employer settings.

Once you've got a list of offices where you'd be interested in interning or working, visit the website of each to learn details about their work and recent news. A very useful resource on these websites are the staff bios, as they give you an idea of the track that lawyers took in order to gain full-time employment at that organization (generally, you won't find this level of information for government employees below the director level). For nonprofit organizations, many publish an annual report that outlines their impact and gives highlights from the preceding year. If an annual report isn't available on the website, email a staff member and request that one be mailed or email to you. Idealist ([www.idealists.org](http://www.idealists.org)) also has profiles of nonprofit employers, and Guidestar ([www.guidestar.org](http://www.guidestar.org)) has a database of nonprofit 990 tax forms, which give information such as budget size and manager's salaries. The definitive source for organizational profiles for legal non-profit employers is PSJD ([www.psjd.org](http://www.psjd.org)).

### Informational Interviews

Informational interviews are an excellent resource both for students with clear career objectives as well as those who feel overwhelmed by a JD's endless possibilities. They're a great tool for learning about opportunities within a region and practice area, and maybe be of great use to you as you make decisions about courses, clinics, internships, and additional graduate education. Advice from SPD is given below.

#### Purpose

- Excellent means of gathering information about practice areas, types of employers or legal climate within a geographic area
- Unparalleled way to network with individuals who may not have organized hiring strategies such as on-campus interviews
- Best done in advance of actual job interviews, in order to be savvy within the actual job interview
- Good way to follow up with referrals from family, friends, professors or attorneys met at panels
- No need to ask about employment - always ask for "AIR" - Advice, Information, Referrals
- Your intentions with a networking interview are to make contacts for future potential hiring and to gather information for future intelligent interviewing

### Suggested Informational Interview Questions

- What are some courses I might take to prepare for this sort of legal work?
- Are there “must read” publications that you recommend for someone entering this practice?
- What kinds of summer or part-time jobs should I try to get while I am in law school to prepare me for this sort of legal practice?
- Are there professional organizations I might join as a student member?
- Who do you consider to be local “key players” in this field?
- What are the cutting edge legal issues currently?
- Are there any local legal events you recommend I might attend to get to know the members of the legal community?

### **Job Postings**

The easiest way to find an opportunity is through job postings, but remember, if you can find it easily, so can others! A best practice for jobseekers is a two-pronged approach of seeking out opportunities through networking and job announcements.

The first place to look for opportunities is Symplicity, as these postings are from employers who have contacted the law school to post jobs. You can also apply directly to postings on an employer’s website, but with large employers, your application might get lost in the shuffle— this is where the connection through your personal networking efforts helps ensure someone reads your application.

Keep in mind when applying to a position through an employer’s website that just because the position is posted does not mean that it’s available. Many employers are governed by policies and regulations that require that certain classes of jobs be externally posted for a specified period of time, even when a candidate has already been selected internally or without an official candidate search.

### **Career Fairs**

Public interest career fairs provide unparalleled access to a diverse range of public interest employers. The two career fairs that Georgia Law students most frequently attend are the Equal Justice Works Career Fair (October, Washington, DC— national career fair with employers from all over the country in attendance) and the Georgia Public Sector Career Fair (February, Atlanta— a regional career fair with employers from the Southeast, mostly Georgia). At these fairs, students may meet with employers either during pre-selected interviews or table talk sessions (walk-up, informal interviews).

Due to NALP hiring guidelines, 1Ls may not apply for positions prior to December 1<sup>st</sup>, but they may meet with employers informally during table talk (and for some, these connections later lead to job offers). As table talk sessions are unique to public interest hiring, SPD or PILC will offer mock table talk practice sessions or demonstrations to familiarize students with the process.

Interviews are scheduled as with other legal interview programs— students apply for specific postings, await notification of their selection, and register for interview slots. Students may register and apply to the Equal Justice Works Career Fair online starting in September ([www.equaljusticeworks.org](http://www.equaljusticeworks.org)). For the Public Sector Career Fair in Atlanta, students apply for postings through the Georgia Law School Consortium’s Symplicity site (<https://law-glsc-csm.symplicity.com/>) .

Students should attend career fairs wearing business attire. Both students with scheduled interviews

and those wishing to participate in table talk should be prepared to respond to employers' requests: résumés (1-page version, preferably), references, unofficial transcripts and writing samples (rarely requested). Students may find it helpful to carry business cards, and they should collect cards from individuals with whom they speak in order to follow up with requests for informational interviews or additional information. Always follow up with a thank you note or email even for brief table talks.

## Interviews

Public sector interviews differ from private sector interviews in several ways. Interviews are sometimes, but not as often, held through on-campus interview programs. You may interview at career fairs or have the first interview over the phone, via videoconference, or at the organization's office. Travel expenses usually are not reimbursed. Second interviews may or may not be scheduled. Unless you were told to anticipate several rounds of interviews, don't assume that not receiving a callback means you weren't chosen.

There are three basic things you need to cover in job interview preparation:

### (1) Know the employer

Ideally, you will have thoroughly researched the employer when you applied, but when you are sending out numerous applications, you might risk mixing up information. To avoid this, review the employer's website prior to the interview. For large nonprofits and government agencies, the oft-mocked Wikipedia can be quite useful in understanding organization structure and history. If you have the interviewer's name, research his bio. Finally, be prepared to talk knowledgeably about the field in which the employer focuses. More so than private firms, public interest employers expect that students interested in pursuing a career in their field understand background issues and relevant current events.

### (2) Know yourself

At public interest interviews, as with all legal interviews, students should be prepared to discuss any experience or activity that they've listed on their résumés. Beyond this, it's helpful to prepare answers to the types of questions you're most likely going to be asked:

- How does this opportunity relate to your short- and long-term career goals?
- Provide an example of on-the-job problem solving and/or effective collaboration
- What makes you passionate about this area/cause? (cite personal history, but don't over-share!)
- What are your strengths/weakness (give context to statements)
- Example of memorable client interactions from past experience on your résumé

### (3) Bridge the gap between your abilities and those the employer needs

Carefully review the job posting before the interview and take note of the ways in which you meet the desired qualifications. Connect the employer's area of public interest law to your own experiences, such as academic courses, work and volunteer experience, or personal history.

## Interview Etiquette

- Dress in business professional attire for the interview, even though it is likely you will be able to dress much more casually on the job.
- Bring any documents the employer requested prior to the interview, as well as a copy of your résumé (whether requested or not). Give the interviewer the documents only as she needs them (do not hand her a stack of papers at the end unless requested, as it would cause hassle for her).
- Follow up with a thank you note that cites at least 1-2 specific things that were helpful about the interview. Do this for all contacts with employers: in person interviews, informational interviews, phone interviews and even table talks. In today's over-emailed world, a short handwritten note is a nice touch.



## Job Search Documents

### Résumés

The universal job search document is a résumé. A résumé briefly describes your education, experience, and honors, and may also highlight skills (such as language ability), publications, and interests. There is no single correct way to format a résumé and highlight experiences, but a few general rules apply.

#### General Tips for Writing a Résumé

- Order: List experiences in reverse chronological order (starting with the most recent).
- Page limit: Follow any guidelines given in a job posting. For private sector jobs and career fairs, keep it to one page. For fellowships, government positions, and nonprofit organizations, it may be encouraged to provide a 2-page résumé, but only if you have the experience to fill 2 pages (not 1.5 pages or 2 pages of fluff). If in doubt, check with LCS.
- Clarity: The resume should be easy to read at a glance. Make it well-organized with appropriate section headings and readable font. Limit your artistic expression (numerous fonts, colors, etc.).
- Strong verbs: Avoid passive writing and use action verbs to describe you work. See this list:

<http://www.law.harvard.edu/current/careers/opia/toolkit/resumes/action-verbs.html>

#### Things to Include

- At a minimum, include the following sections:
  - Education: List all university degrees earned with dates of attendance (at top of résumé!)
    - List Latin honors (e.g., *cum laude*), Phi Beta Kappa, and thesis awards, or graduation prizes with the corresponding degree, not in separate honors section
  - Experience: List positions, employers, and give brief descriptions of work
  - Honors: Scholarships, awards (not related to a degree program), and fellowships
    - If all of your honors are associated with your degrees, don't include this section
- Many students may want to include additional information, such as:
  - Activities: School or community groups with which you are active
  - Volunteer Work: dates and type of volunteer work – *this can be key for public sector applications, whereas it might be less essential for other jobs*
    - Unpaid internships should go under experience, not volunteer work
  - Skills: Languages, computer skills, and other attributes that may appeal to employers
    - Be honest in assessing your fluency in a foreign language; do not exaggerate your current level of proficiency
    - Similarly, do not exaggerate proficiency with computer programs or scripts
  - Interests: this gives prospective employers a better sense of you as an individual
  - Publications: List any work published in a peer-reviewed journal

#### Things to Avoid

- Leaving off your GPA. Students should give their GPA and class rank if average or above average. If not given, employers will generally assume that students are in the bottom 1/3 – 1/2 of their class.
  - Note: Give GPAs to the hundredth; do not round beyond this (3.25 ≠ 3.3).
- Passive Voice. Where possible, use strong verbs (led, managed, collaborated, etc.).
- Vagueness. Where possible, quantify accomplishments (“led team of 10,” rather than “led”).
- Emphasizing employers. Focus on your role, not the role of your organization (e.g., “wrote curricula for four levels of mathematics,” not “worked at a math and science magnet”).
- Exaggeration and Misrepresentation. While it is important to cast yourself in the best light, do not do this by exaggerating your accomplishments, changing job titles, misrepresenting the size of your commitment, or in any other way misrepresenting your academic, professional, or personal experiences. Doing so is a violation of Georgia Law’s honor code.

### Multiple Résumé Versions

Usually, it is advisable to have a general résumé and to tailor it depending on the type of position you seek. For example, if you interned in Cincinnati after your freshman year of college, and this experience didn't make the cut when you had to pare things down to one page, it'd be wise to make room for this experience on any résumé you send to employers in Cincinnati (if that's your only connection to the city). Or, if you were very busy in undergrad and worked between college and law school, you might write a two-page résumé for employers who accept longer formats. For those who don't, however, you'd want to have a one-page version as well. Finally, if you have a range of experiences, you might want to have different résumé versions that highlight these experiences differently: emphasis on academics, publications, awards, and journal experience when applying for clerkships; emphasis on volunteer work, clinics, and participation in public interest law groups when applying for advocacy positions at nonprofit organizations or public agencies. LCS is a great resource for advice when you wish to write different résumé versions to target specific employer networks.

### **Cover Letters**

Cover letters, the bane of a jobseeker's existence! It's not uncommon for students to skip applying to employers who require cover letters. More common still is the practice of having a standard cover letter template where students make only small tweaks (i.e., employer name and address) and otherwise send the same application to very different employers. Carelessness with cover letters is a mistake generally, but when applying to public interest employers, who want to see passion, commitment, and purpose, sending clone cover letters is a fatal mistake.

The first step in writing an effective cover letter is to conduct background research on a prospective employer. If there's a job description or information online about their internship program, read this information closely and make note of the ways in which you meet the required criteria. The second step is to research the employer with the purpose of looking for connections between their mission and your career goals. This might seem tedious, but this research helps you not only to focus your application but also to rule out employers that aren't a good fit, allowing you to focus more energy on the ones that are.

Once you have a thorough understanding of the position and the organization, you should approach writing the cover letter as if you are writing a sales pitch: how do your unique experiences make you an excellent candidate for the job? Don't simply repeat information that is already in your résumé. As with good writing in general, the rule of thumb is "show, don't tell." A good cover letter puts a résumé in context, showing an employer how the experiences summarized on your résumé have prepared you to excel in the position for which you apply. Beyond merely listing skills and accomplishments, a cover letter should include examples of particular instances in which you were able to draw on skills and experiences to solve a problem similar to one you might encounter on the job. Furthermore, for public interest employers in particular, it provides an opportunity to explain why you are passionate about public service and seek this opportunity to draw upon that passion as a catalyst for change. With many public interest employers, it is appropriate to briefly discuss personal experiences that widened your eyes to a particular injustice or empowered you to seek a law degree in order to help others.

On the following pages are several examples of résumés and cover letters. Note that the students use a variety of résumé formats to highlight their strengths, and the cover letters put these experiences in context for the specific positions for which the students have applied.

# ATTICUS FINCH

Address, Athens, GA 30605 / atticusfinch@gmail.com / (555) 555-5555

## EDUCATION

- University of Georgia School of Law, Juris Doctorate** Completion: May 2011
- GPA: XX/4.3 Rank: XX of 233 (Top XX%)
  - Moot Court Vice President, 2009-2010; Competing Member, 2010-2011
  - Research Assistant, Professor Sam Smith, Summer 2010
  - UGA Land Use Clinic, Extern, Fall 2009
  - Education Law Association, President 2010-2011; Vice President, 2009-2010
  - Alex & Betty Smith Scholarship Recipient, 2008-2011
  - Full Equal Justice Foundation Fellowship Recipient, Summer 2009
- University of Georgia, Master of Public Administration** Completion: May 2011
- GPA: 4.0
  - Specialization in Policy Analysis & Higher Education Administration
  - Georgia Students for Public Administration, President, 2008-2009; Secretary 2007-2008
  - Teaching Assistantship, Political Science 1101: Intro to American Government
- University Name, Bachelor of Arts** Completed: May 2004
- GPA: 3.5
  - Honors in Political Science & History
  - Distinguished Senior Thesis, Department of Political Science, "Voter Preference and Issue Salience in a Simulated Local Election"

## EXPERIENCE

- U.S. Bureau of Land Management, Policy Analyst** City, ST 6/10–8/10
- U.S. Commission on Civil Rights, Legal Intern** City, ST 6/10–8/10
- Superior Court Western Judicial Circuit of State, Judicial Extern** City, ST 1/10–5/10
- Drafted orders and memos, performed legal research, and observed court proceedings
- Association County Commissioners of State, Legal Intern** City, ST 5/09–12/09
- Prepared research memoranda and edited publications for legal counsel
  - Assisted with research and drafting of various legislative initiatives
  - Assisted research and editing of amicus brief on behalf of the State in SCOTUS action *Appellant v. Apellee ex rel. Party*, 123 S. Ct. 4567 (2009)
- State Legislature, Associate Policy Analyst** City, ST 5/08–8/08
- Performed program audits for the Office of Program Policy Analysis and Government Accountability (OPPAGA)
  - Published reports include #2008-49 on the Agency for Persons with Disabilities and #2009-25 on university classroom utilization for the Department of Education
- County Chamber of Commerce, Government Affairs Coordinator** City, ST 10/06–8/07
- Managed Chamber's government relations, lobbying efforts, and member advocacy with local and state governments
  - Coordinated economic development activities with Chamber President
- Member Relations Specialist** City, ST 5/05–9/06
- Assisted management of Chamber's member services \$400,000 annual budget
  - Served as project manager for Volunteer Fair, Business Expo, and Legislative Reception
  - Secured \$300,000 annual membership reinvestment

**INTERESTS:** Hiking, tennis, cycling, soccer, gardening, cooking

# ALLISON MARIE MCBEAL

Address ▪ Athens, GA 30606 allymcbeal@uga.edu ▪  
555.555.5555

<b>EDUCATION</b>	<b>University of Georgia School of Law</b>	<b>Athens, GA</b>
2009 - 2012	<ul style="list-style-type: none"> <li>▪ Juris Doctor Candidate, May 2012 (GPA: XX/4.33)</li> <li>▪ Leadership: Working in the Public Interest Conference, Logistics Director; Public Interest Law Council, Career Development Chair; American Constitution Society, Treasurer</li> </ul>	
2010 - 2012	<b>University of Georgia Institute for Nonprofit Organizations</b>	<b>Athens, GA</b>
	<ul style="list-style-type: none"> <li>▪ Graduate Certificate in Nonprofit Management, anticipated May 2012</li> </ul>	
2003 - 2007	<b>University Name</b>	<b>City, ST</b>
	<ul style="list-style-type: none"> <li>▪ Bachelor of Arts in Anthropology</li> <li>▪ B.A. Thesis Topic: Ethnography on a Hindu religious communities in the rural American South</li> </ul>	
<b>EXPERIENCE</b>	<b>Human Rights Organization, Legal Intern</b>	<b>Bratislava, Slovakia</b>
Summer 2010	<ul style="list-style-type: none"> <li>▪ Researched and drafted legal survey on family reunification cases under Article 8 of the European Human Rights Convention for use in asylum litigation before the European Court of Human Rights</li> <li>▪ Supported lead researcher of report on statelessness law and protection mechanisms in five nations; researched U.S. precedent and policy for international report on racial profiling</li> </ul>	
Summer 2008 - Summer 2009	<b>Neighborhood Health Service, Development Coordinator</b>	<b>City, ST</b>
	<ul style="list-style-type: none"> <li>▪ Drafted site-specific grants and supported cross-site funding efforts; \$1.3M in grants awarded</li> <li>▪ Managed donor correspondence; directed implementation of new customer relationship management software system across health services partnership enterprise</li> <li>▪ Directed planning of annual meeting, donor recognition event, and grand opening of fitness center</li> </ul>	
Fall 2007 - Summer 2008	<b>Nonprofit Consulting Firm, Fellow</b>	<b>City, ST</b>
	<ul style="list-style-type: none"> <li>▪ Selected for fellowship in non-profit leadership and strategic management; participated in training sessions lead by staff, business consultants, and business school affiliates</li> <li>▪ Managed community collaboration to lay foundation for successful 12-week farmers market</li> <li>▪ Led research initiative to document prevalence of foreclosure in two urban neighborhoods; prepared internal and public report drafts on research findings</li> <li>▪ Partnered with Department of Neighborhood Development to offer foreclosure prevention class</li> </ul>	
Spring - Summer 2007	<b>University Center for Public Service, Summer Fellowship Coordinator</b>	<b>City, ST</b>
	<ul style="list-style-type: none"> <li>▪ Oversaw independent projects of 8 interns at non-profit organizations; identified resources and contacts relevant to projects; supported interns in goal-setting and project implementation</li> <li>▪ Designed intern orientation training; organized weekly fellowship dinners with community leaders</li> </ul>	
2005 - 2007	<b>Museum Charter School, Volunteer Coordinator</b>	<b>City, ST</b>
	<ul style="list-style-type: none"> <li>▪ As liaison between college and local public school, supervised establishment of 7 volunteer groups (50+ volunteers); collaborated with college leaders and teachers to maximize volunteer impact</li> <li>▪ Helped to expand school's partnerships with local museums, the core of the school's magnet theme</li> </ul>	
Summer 2006	<b>Child Aid Society, Project Intern</b>	<b>Phnom Penh, Cambodia</b>
	<ul style="list-style-type: none"> <li>▪ Researched and wrote comprehensive manual for prospective foster parents; researched and compiled extensive resources guide for current foster parents and staff in children's homes</li> <li>▪ Wrote comparison study of children's home models for expansion planning</li> </ul>	
Spring 2006	<b>State Education Justice Initiative, Research Assistant</b>	<b>City, ST</b>
	<ul style="list-style-type: none"> <li>▪ Facilitated discussions with city high school dropouts to ascertain factors that influenced their decision to leave school; interpreted results within the context of statewide data analysis</li> <li>▪ Research conducted to support <i>SEJI v. Governor</i>, landmark decision in which State Supreme Court held state constitution guaranteed students' right to adequate public education</li> </ul>	
<b>PUBLIC SERVICE</b>	Urban Earned Income Tax Clinic, IRS-Certified Volunteer Tax Preparer (2008-2009); Social Capital Honors, Application Reader and Forum Volunteer (2008); Tutoring (literacy and math) and mentoring (1999-2007); Art instructor and museums volunteer (2002-2006)	
<b>HONORS</b>	Georgia Law E. J. Grassmann Scholarship (2009-2012); Equal Justice Foundation Fellowship (2010); AmeriCorps Segal Award (2008); Mayor's Award for Academic Excellence – City, State (2003)	

# ALLISON MARIE McBEAL

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555.555.5555

<b>EDUCATION</b>	<b>University of Georgia School of Law</b>	<b>Athens, GA</b>
2009 - 2012	<ul style="list-style-type: none"> <li>▪ Juris Doctor Candidate, May 2012 (GPA: XX/4.33)</li> <li>▪ E.J. Grassman Scholarship</li> </ul>	
2010 - 2012	<b>University of Georgia Institute for Nonprofit Organizations</b>	<b>Athens, GA</b>
	<ul style="list-style-type: none"> <li>▪ Graduate Certificate in Nonprofit Management, anticipated May 2012</li> </ul>	
2003 - 2007	<b>University Name</b>	<b>City, ST</b>
	<ul style="list-style-type: none"> <li>▪ Bachelor of Arts in Anthropology</li> <li>▪ B.A. Thesis Topic: Ethnography on a Hindu mandir in rural Georgia</li> </ul>	
<b>EXPERIENCE</b>	<b>Human Rights Organization, Legal Intern</b>	<b>Bratislava, Slovakia</b>
Summer 2010	<ul style="list-style-type: none"> <li>▪ Researched and drafted legal survey on family reunification cases under Article 8 of the ECHR for use in asylum litigation before the European Court of Human Rights</li> <li>▪ Supported lead researcher of report on statelessness law and protection mechanisms in five nations; researched U.S. precedent and policy for international report on racial profiling</li> </ul>	
Summer 2008 - Summer 2009	<b>Neighborhood Health Service, Development Coordinator</b>	<b>City, ST</b>
	<ul style="list-style-type: none"> <li>▪ Drafted site-specific grants and supported cross-site funding efforts; \$1.3M in grants awarded</li> <li>▪ Managed donor correspondence; directed implementation of new customer relationship management software system across health services partnership enterprise</li> <li>▪ Directed planning of annual meeting, donor recognition event, and fitness center grand opening</li> </ul>	
Fall 2007 - Summer 2008	<b>Nonprofit Consulting Firm, Fellow</b>	<b>City, ST</b>
	<ul style="list-style-type: none"> <li>▪ Selected for fellowship in non-profit leadership and strategic management; participated in training sessions lead by staff, business consultants, and Harvard Business School affiliates</li> <li>▪ Managed community collaboration to lay foundation for successful 12-week farmers market</li> <li>▪ Led research initiative to document prevalence of foreclosure in Hyde Park and Roslindale neighborhoods; prepared internal and public report drafts on research findings</li> <li>▪ Partnered with Department of Neighborhood Development for foreclosure prevention class</li> </ul>	
Spring - Summer 2007	<b>University Center for Public Service, Summer Fellowship Coordinator</b>	<b>City, ST</b>
	<ul style="list-style-type: none"> <li>▪ Oversaw independent projects of 8 interns at non-profit organizations; identified resources and contacts relevant to projects; supported interns in goal-setting and project implementation</li> <li>▪ Designed intern training; organized weekly fellowship dinners with community leaders</li> </ul>	
2005 - 2007	<b>Museum Charter School, Volunteer Coordinator</b>	<b>City, ST</b>
	<ul style="list-style-type: none"> <li>▪ As liaison between college and local public school, supervised establishment of 7 volunteer groups (50+ volunteers); collaborated with leaders and teachers to maximize volunteer impact</li> <li>▪ Helped expand school's partnerships with local museums, the core of school's magnet theme</li> </ul>	
Summer 2006	<b>Child Aid Society, Project Intern</b>	<b>Phnom Penh, Cambodia</b>
	<ul style="list-style-type: none"> <li>▪ Researched and wrote comprehensive manual for prospective foster parents; researched and compiled extensive resources guide for current foster parents and staff in children's homes</li> <li>▪ Wrote comparison study of children's home models for expansion planning</li> </ul>	
Spring 2006	<b>State Education Justice Initiative, Research Assistant</b>	<b>City, ST</b>
	<ul style="list-style-type: none"> <li>▪ Facilitated discussions with high school dropouts to ascertain factors that influenced their decision to leave school; interpreted results within the context of statewide data analysis</li> <li>▪ Research conducted to support <i>SEJJI v. Governor</i>, landmark decision in which State Supreme Court held state constitution guaranteed students' right to adequate public education</li> </ul>	

Summer 2005	<p><b>Ecology Center, Development and Communications Intern</b> <span style="float: right;"><b>City, ST</b></span></p> <ul style="list-style-type: none"> <li>▪ Researched and drafted \$20,000 signage grant request</li> <li>▪ Collaborated with staff in organizing 2 major fundraising events</li> </ul>
Spring 2004 - Spring 2005	<p><b>Rare Book and Manuscript Library, Student Conservator</b> <span style="float: right;"><b>City, ST</b></span></p> <ul style="list-style-type: none"> <li>▪ Created protective enclosures for new acquisitions of rare and antique books using appropriate archival-quality materials; created 500+ storage cases for antique newspaper folios</li> </ul>
<b>ACTIVITIES</b> 2009 – present	<p><b>Working in the Public Interest Conference, Logistics Director &amp; Panel Chair</b></p> <ul style="list-style-type: none"> <li>▪ As Logistics Director (2010-2011), recruit and direct day-of-event volunteers, manage catering budget, coordinate with site cleaning staff, order refreshments and meals with consideration to registered attendees’ eating restrictions and allergies</li> <li>▪ As Child Advocacy Panel Chair (2009-2010), led committee members in researching and inviting panelists; arranged discussion featuring academic experts and organization leaders</li> </ul>
2010 – present	<p><b>Public Interest Law Council, Career Development Chair</b></p> <ul style="list-style-type: none"> <li>▪ Collaborate with Legal Career Services to increase public interest career resources through hosting information sessions, interview workshops, networking events, and speakers</li> <li>▪ Committee chair for organization created in 2010 to increase collaboration between public interest student groups and expand public interest career building resources</li> </ul>
2010 – present	<p><b>American Constitution Society, Treasurer</b></p> <ul style="list-style-type: none"> <li>▪ Collaborate with ACS Board to set annual budget; manage funds; issue monthly spending reports to ACS national campus directors</li> <li>▪ Received scholarship to attend ACS National Convention in Washington, D.C. (2010)</li> </ul>
2009 – present	<p><b>Equal Justice Foundation, Volunteer</b></p> <ul style="list-style-type: none"> <li>▪ Solicited donations from local businesses; supported IL representative with fundraising efforts including bake sales and t-shirt sales; assisted with post-event donor correspondence</li> <li>▪ Provided logistical support for 2010 auction with keynote speaker Max Cleland</li> </ul>
<b>VOLUNTEER</b> 2008 – 2009	<p><b>Urban Earned Income Tax Clinic, Volunteer Tax Preparer</b> <span style="float: right;"><b>City, ST</b></span></p> <ul style="list-style-type: none"> <li>▪ Completed tax training and passed IRS tax preparer certification exam</li> <li>▪ Prepared taxes for low-income city residents during the 2008-09 tax seasons</li> </ul>
2008	<p><b>Social Capital Honors, Volunteer</b> <span style="float: right;"><b>City, ST</b></span></p> <ul style="list-style-type: none"> <li>▪ Reviewed nominee applications for the 2009 Social Innovators “Making College Graduation a Reality” and “Empowering Disadvantaged Youth Through the Arts”</li> <li>▪ Registered attendees, sold event tickets, helped facilitate presentation preparation at the Social Innovation Forum’s 2008 Showcase Event</li> </ul>
1999 – 2007	<p><b>Tutoring and Mentoring</b> <span style="float: right;"><b>Cities</b></span></p> <ul style="list-style-type: none"> <li>▪ Extensive experience tutoring literacy, math, and social studies (K-12)</li> <li>▪ Tutored English and held weekly art classes for the girls at Child Aid Society’s homes for orphaned and abandoned children in Cambodia</li> </ul>
2002-2006	<p><b>Museum Volunteer</b> <span style="float: right;"><b>Cities</b></span></p> <ul style="list-style-type: none"> <li>▪ Held weekly art classes at public elementary and middle schools through the University Art Gallery’s Adventures in Art program</li> <li>▪ Volunteered at public events and workshops held at the University Art Gallery, University Natural History Museum, and National Park</li> </ul>
<b>HONORS</b>	<ul style="list-style-type: none"> <li>▪ Equal Justice Foundation Fellow (2010)</li> <li>▪ AmeriCorps Segal Award (2008)</li> <li>▪ Mayor’s Award for Academic Excellence – City, State (2003)</li> </ul>

Miranda Hobbes  
Address Athens,  
GA 30606 (555)  
555-5555  
mhobbes@uga.edu

January 12, 2010

Ms. Org Contact  
Immigrant Rights Organization  
Address Line 1  
City, ST 00000

Dear Ms. Contact,

I am a first year law student at the University of Georgia School of Law, and I am very interested in working in your Atlanta office this summer. As you may recall, we met at Jane Green's birthday dinner in last June and discussed your work. Remembering our conversation, I was so pleased when I saw this position posted through the law school Career Services Office.

I became interested in immigration law and immigrant and refugee advocacy during my junior year in college when I studied abroad in Granada, Spain, for a semester. I took several courses comparing immigration policies of European countries to those of the United States. Additionally, I conducted a research project where I interviewed several people who emigrated from Senegal to Spain. I learned a great deal about both immigration policies in the United States and abroad and about immigrants. It was this experience that prompted me to attend law school to become a better advocate.

Immigrant Rights Organization encompasses the type of work I hope to make my career. I believe that my background and research skills, combined with my dedication to this area of law, would allow me to make a valuable contribution to your office. Enclosed is my resume highlighting my experience and education. Thank you for your consideration.

Sincerely,  
Miranda Hobbes

# MIRANDA HOBBS

Address  
Athens, GA 30606  
(555) 555-5555  
mhobbes@uga.edu

<b>Education</b>	<b>University of Georgia, School of Law</b> Juris Doctor Candidate	Athens, GA May 2012
	<b>College Name</b> Bachelor of Arts: Spanish Language and Literature <i>Summa Cum Laude</i> GPA: 3.81/4.0	Atlanta, GA May 2008
<b>Scholarship</b>	<b>Phi Beta Kappa Society</b> <i>Epsilon of Georgia</i>	College Name Spring 2008
	<b>Honors</b> <i>Yanuck Scholarship</i> <ul style="list-style-type: none"><li>➤ Awarded second highest scholarship for a semester abroad in Granada, Spain.</li></ul>	College Name Spring 2006
<b>Work Experience</b>	<b>Candidate Name for Mayor of City</b> <i>Deputy Finance Director</i> <ul style="list-style-type: none"><li>➤ Managed interactions with donors in law firms throughout city.</li><li>➤ Fundraised and researched potential contributors around the country.</li><li>➤ Assisted with outreach and orchestrated meetings with Hispanic community leaders.</li></ul>	City, ST February 2009 – August 2009
	<b>Georgia Democratic Party/Candidate for United States Senate</b> <i>Executive Assistant to the Candidate</i> <ul style="list-style-type: none"><li>➤ Organized events and maintained detailed calendar and schedule.</li><li>➤ Corresponded with finance, outreach, and volunteer teams around state and in D.C.</li><li>➤ Prioritized and organized fundraising calls and staffed fundraisers.</li><li>➤ Coordinated strategic, targeted solicitation of key donors and supporters, including acting as the sole campaign representative at individual meetings and events.</li></ul>	City, ST May 2008 – December 2008
	<b>Partner and Partner Law Firm</b> <i>Receptionist</i> <ul style="list-style-type: none"><li>➤ Reviewed and compiled client medical documents.</li></ul>	City, ST Spring 2007 – Spring 2008
	<b>Name Law Firm</b> <i>Legal Assistant</i> <ul style="list-style-type: none"><li>➤ Initiated new client intake and motor vehicle accident investigations.</li><li>➤ Updated client and case database for calendaring and electronic filing.</li><li>➤ Edited legal documents and categorized and assembled medical records.</li></ul>	City, ST Summer 2006, Spring 2007
<b>Leadership</b>	<b>Zeta Phi Beta Sorority, Inc.</b> <i>Vice President/ Membership Intake Coordinator</i> <ul style="list-style-type: none"><li>➤ Promoted sorority and facilitated application process of new members.</li><li>➤ Designed and executed activities for community service and to attract members.</li><li>➤ Developed theme for fall team step-show competition.</li></ul>	College Name Fall 2007 - Spring 2008
<b>Community</b>	<b>Grady Hospital</b> <i>Volunteer Interpreter</i> <ul style="list-style-type: none"><li>➤ Interpreted conversations between doctors and Spanish-speaking patients.</li><li>➤ Guided patients through the process of obtaining/renewing their healthcare cards.</li></ul>	Atlanta, GA Winter 2008 – August 2008
<b>Skills</b>	<b>Research:</b> Microsoft Office, LexisNexis, Westlaw, Microsoft Outlook <b>Language:</b> Proficient in Spanish	



Vincent LaGuardia Gambini  
Permanent Address  
City, ST 00000

December 15, 2010

Association Name  
c/o Contact Person Name, Title  
Address Line 1  
Address Line 2  
City, ST 00000

Dear Ms. Contact:

I write to apply for the Public Interest Internship Program because it is a unique opportunity to apply the varied work and life skills I have acquired growing up in a small rural Georgia town and attending elite universities to providing necessary legal resources to my fellow Georgia residents. I seek to spend this summer doing hands-on work in a rural community in order to gain a perspective on the challenges facing these communities that I can draw on in effecting systematic change.

Before learning the challenges of the law in the classroom, I first learned these lessons growing up in a rural community in Blue Ridge Mountains. For example, my grandparents lost a portion of land that they had lived on for thirty years because they could not afford to legal representation in the dispute. For those who lack access to legal representation, the law is not a system of rights and privileges—it is at best stumbling block, at worst, an oppressive force. I enjoy the theoretical study of law, but I yearn for an opportunity to apply what I am learning to make life easier for clients like my grandparents.

In addition my passion for creating and building legal resources in rural communities, I also have the skills and capabilities needed to accomplish this goal. Prior to law school, I earned a master's degree in history, and writing my thesis gave me extensive experience in research, effective writing, and editing. Professionally, I have gained experience in leadership and goal setting in my work as a teaching assistant and lead instructor at a tutoring center. At the tutoring center, I worked with individuals ranging in age from two to forty to resolve learning difficulties. Working with this diversity of students was an enriching learning experience that motivated me in my work, and I anticipate that working with a range of rural clients will have the same effect.

This program would be a meaningful experience in terms of career development as I seek to gain a perspective on rural legal issues that would be relevant to a career in government collaborating to improve the legal resources in areas similar to my hometown. I look forward to talking with you about this exciting opportunity and the skills and experiences I would bring to my work this summer. Thank you for your time and consideration.

Sincerely,  
Vincent L. Gambini

**VINCENT LAGUARDIA GAMBINI**

Local Address, Athens, GA 30605 | 555.555.5555  
Permanent Address, City, ST 00000 | vgambini@uga.edu

*Education* **University of Georgia School of Law**, Athens, GA (2009 – 2012)  
Juris Doctor, Anticipated May 2013

Honors: Scholarship Name

**University Name**, City, ST (2005 – 2007)

Master of Arts in History (GPA: 4.0/4.0)

Master's Thesis: "Thesis Title"

Honors: General Eisenhower State Prize in American History

**University Name**, City, ST (2001 – 2005)

Bachelor of Arts in Economics (Financial Economics) and History (GPA: 3.98/4.0)

Honors: Phi Beta Kappa, inducted after four semesters of enrollment

Full Tuition Scholarship for Academic Achievement

Dean's List all eight semesters of enrollment

Omicron Delta Epsilon (National Economics Honor Society), Member

Phi Alpha Theta (National History Honor Society), Member

Activities: Captain, Academic Team

*Experience* **Lead Instructor, Tutoring Program**, City, ST (August 2007 – July 2009)

- Managed scheduling of 15-20 tutors and 70 students, maximizing academic improvement through strategic matching of tutors and students
- Facilitated academic improvement and enrichment goal-setting for students ranging in age from two to forty, representing a wide range of abilities
- Developed and implemented individualized curricula in one-on-one tutoring sessions
- Consulted with Center Director regarding tutor retainment and promotion

**Graduate Assistant, University Name** (August 2005 – May 2007)

- Assisted professor in instruction of undergraduate Western Civilization course for four semesters; assisted in teaching of approximately 120 students per semester
- Graded exams, tracked and evaluated student performance, administered materials
- Provided advanced instruction to students regarding difficult course concepts during weekly office hours, supplementing course instruction

**Desk Supervisor, University Summer Conference Program** (August 2005 – May 2007)

- Provided customer service, organized and assisted with conference activities while upholding university policies

*Skills*

**Languages**

- German: Proficient in written and conversational German
- Spanish: Basic conversational Spanish

**Research**

- Proficient in MS Office Programs
- Certified in the use of Westlaw and LexisNexis research platforms

January 11, 2010

Mr. Contact Name  
East County Solicitor General's Office  
Address 1  
City, ST 00000

Dear Mr. Name:

I am a second year law student at the University of Georgia with a genuine interest in becoming a prosecutor upon graduation; therefore, I would like to intern, as a volunteer, in your office this summer and offer my dedication and hard work in exchange for the opportunity to learn from your office.

Last summer, I was a Child Advocate Intern at the West County Child Advocacy Center and I worked closely with attorneys and investigators throughout all stages of a child deprivation case: intake, interviewing witnesses, drafting motions, observing court proceedings, conducting legal research, and making reports that were submitted to the court. Among other experiences, a judge presiding over a case in which I was involved asked me to speak in court regarding a specialized legal topic. During my internship, I handled horrific cases such as severe physical abuse to infants, incest, and child rape. The gravity of evil I witnessed reaffirmed my desire to become a prosecutor and bring justice, especially for our helpless child clients. However, as a Child Advocate, my role was limited to helping the child and not the prosecution, which is something I hope to experience this summer.

I have shaped my academic curricula to best prepare me for a future career in prosecution. I have already completed Criminal Law and Evidence, and I will have completed Criminal Procedure and Capital Punishment prior to the start of my internship with your office. To gain hands-on experience, I am enrolled in Georgia Law's Prosecutorial Clinic, an intensive substantive and skills-focused study of prosecuting crimes specifically in Georgia.

The experience outlined in my attached résumé demonstrates my commitment to public interest law. In addition to experiences while in law school, from 2006 to 2008, I served as a trained court monitor for Mothers Against Drunk Driving (MADD) and retain my familiarity to the DUI cases I witnessed during that time. I believe my education and experiences demonstrate my potential to be useful in your office this summer, and I seek the opportunity to interview with your office and the Public Sector Career Fair so that I may discuss the passion and aptitude I would bring to my role as an intern with your department.

Sincerely,  
Elle Woods

Juris Doctorate Candidate, Class of 2011  
University of Georgia School of Law  
(555) 555-5555  
elle.woods@gmail.com

## Elle Woods

Permanent Address  
Marietta, Georgia 30062

(555) 555-5555  
elle.woods@gmail.com

### EDUCATION

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- |  |           |
|--|-----------|
| <b>The University of Georgia School of Law</b> , Athens, Georgia | 2008-2011 |
| Juris Doctor Candidate   |           |
| <b>University Name</b> , City, State                             | 2004-2007 |
| Bachelor of Arts in Political Science with Pre-Law Concentration |           |
| Graduated <i>Summa Cum Laude</i>                                 |           |

### EXPERIENCE

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- |   |           |
|---|-----------|
| <b>West County Child Advocacy Center</b> , City, State  | 2009      |
| <i>Child Advocate Intern</i>  |           |
| <ul style="list-style-type: none"> <li>• Assisted attorneys in deprivation cases for abused and neglected foster children</li> <li>• Conducted field visits with attorneys and investigators observing the child client’s placement</li> <li>• Interviewed witnesses, case manager, foster parents, and therapists</li> <li>• Made reports for admission into the court’s record, drafted motions and subpoenas</li> <li>• Researched juvenile law and prepared briefs that were submitted to the court</li> </ul>  |           |
| <b>District Attorney’s Office for East Judicial Circuit</b> , City, State   | 2009      |
| <i>Victim/Witness Advocate Unit Intern</i>  |           |
| <ul style="list-style-type: none"> <li>• Observed and assisted advocates in crisis intervention, guidance, and counseling to victims and witnesses of felony criminal cases</li> </ul>  |           |
| <b>County Physician Group, P.C.</b> , City, State   | 2000-2008 |
| <i>Administrative Assistant</i>   |           |
| <ul style="list-style-type: none"> <li>• Inquired about patients’ insurance eligibility; obtained referrals and processed claims</li> <li>• Negotiated with insurance companies regarding disputed and unpaid claims</li> <li>• Designed custom patient and intra-office forms tailored to the preferences of the physicians</li> <li>• Formulated an innovative dispensing and storage system that organizes pharmaceutical drug samples and facilitates monthly inventories</li> <li>• Acted as a patient advocate to ensure their social and physical wellbeing</li> </ul> |           |

### ADDITIONAL EDUCATION & TRAINING

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- |  |           |
|--|-----------|
| <b>Georgia Law’s Prosecutorial Clinic</b> , Athens, Georgia  | 2009-2011 |
| <ul style="list-style-type: none"> <li>• A three-semester seminar with hands-on and classroom training in the investigation, charging, and prosecuting of criminal cases in Georgia</li> <li>• Skills training in preparation of making court appearances on behalf of the State at preliminary hearings, motion hearings, and trials (under the Third Year Practice Act)</li> </ul> |           |

- Working in the Public Interest Law Conference (CLE Accredited), Athens, Georgia** 2010
- Panels attended: Human Trafficking, Media Law, Immigration, and Child Advocacy
- Emory Law School’s Summer Child Advocacy Program, Atlanta, Georgia** 2009
- Trained at Barton Child Law & Policy Clinic in social, medical, and legal issues pertaining juvenile welfare and law
- Working in the Public Interest Law Conference (CLE Accredited), Athens, Georgia** 2009
- Panels attended: Eyewitness Testimony, Juvenile Sentencing, and Sex Trafficking
- Stewards of Children Training** 2009
- Obtained a certificate from the Georgia Center for Child Advocacy for learning methods of child sexual abuse prevention

## ACTIVITIES

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- Fundraising & Publicity Chair of UGA Law Student Animal Legal Defense Fund** 2008-Present
- Working with local and national organizations to lobby for animal welfare issues
  - Raised hundreds of dollars and pounds of food for local animal shelters by developing and administrating a fundraising event
  - Created online public relations campaign to increase membership and general animal welfare awareness
- Community Outreach Spokesperson for Hispanic Law Student Association (HLSA)** 2008-Present
- Women Law Student Association (WLSA) Member** 2008-Present
- Working in the Public Interest (WIPI) Member** 2008-2009
- Researched field experts and communicated with panelists to support Georgia Law’s student-led, CLE-credited, public interest conference
  - Assisted with the sex trafficking panel’s events and technical support
- Trained Court Monitor for Mothers Against Drunk Driving (MADD)** 2006-2008
- Compiled information from criminal DUI trails in the city of Atlanta to help raise awareness and improve the effectiveness of the judicial system
- Court Appointed Special Advocate (CASA) Volunteer** 2006
- Conducted surveys to generate a statewide media campaign about CASA’s role in aiding abused and neglected children
  - Attended the 2006 Georgia CASA Conference and participated in interactive workshops with a panel of judges about the philosophy of child welfare

## SKILLS

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**Languages:** Fully fluent in spoken Tagalog and conversational in Spanish  
**Computer:** Experienced in use of STATA and MS Excel for calculating and graphing statistics

## JACK MCCOY

Permanent Address • Atlanta, Georgia 30350

January 8, 2010

Mr. City Contact  
City, Division of Sustainability  
Address  
City, ST 00000

Dear Mr. Contact:

I am enclosing my resume to you for consideration for a summer legal intern position with the City, Division. I am a second-year law student at the University of Georgia, and I received my B.A. from the University of College Name in 2007. My demonstrated dedication to protecting civil rights issues represents a key trait I would contribute as a City summer intern.

This past summer, I served as a legal intern at Earth Law in Accra, Ghana, where I obtained valuable experience applicable to City, Division. I advocated for the protection of communities and their human rights. As background for my advocacy, I researched, interpreted, and drafted documents to support sustaining communities and their surrounding environment within the framework of international law. The United Nations Environmental Programme included my work in their publication, "Biocultural Community Protocols: A Community Approach to Ensuring the Integrity of Environmental Law and Policy."

In addition to my accomplishments abroad, I believe that my extensive leadership background qualifies me for the position. This year I am the President of the Environmental Law Association, which works to increase public awareness of environmental issues. I am also interning this spring at the U.S. Department of Education and serve as an editor on the Georgia Journal of International and Comparative Law. Whether I am in Athens or Accra, I have proven myself as an effective organizer, who works well independently or in a team environment.

I welcome the opportunity to become a part of the talented work force at the City, Division. If chosen as an intern, I am confident that my strong background would cultivate a mutually beneficial relationship. I look forward to hearing from you soon, and thank you in advance for your consideration.

Best Regards,  
Jack McCoy

# JACK MCCOY

Permanent Address, Atlanta, Georgia 30301  
555.555.5555, jmccoy@uga.edu

## EDUCATION

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### UNIVERSITY OF GEORGIA SCHOOL OF LAW – Athens, Georgia

J.D. Expected, May 2011

- Georgia Journal of International and Comparative Law
  - Notes Editor 2010-2011
  - Publication: Note, *Tile of Student Law Review Note 39* GEORGIA JOURNAL OF INTERNATIONAL AND COMPARATIVE LAW No. 1 (Forthcoming, Fall 2010)
- Georgia Certified Mediator
- Environmental Law Association, President
- Equal Justice Foundation, Fellow
- Dean's Ambassador
- Jewish Law Students Association and Environmental Law Association, Member

### UNIVERSITY OF ACCRA SCHOOL OF LAW – Accra, Ghana

J.D. Summer Program, Summer 2009

### UNIVERSITY OF STATE NAME – City, State

B.A., Communication, *Cum Laude*, May 2007

- Order of Athena, Graduation Honoree
- Mortar Board, Initiate
- Alpha Gamma Iota, Community Service Chair

## EXPERIENCE

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### U.S. DEPARTMENT OF EDUCATION – City, State

Legal Intern, Spring 2010

- Assist with projects related to critical education programs and initiatives, analysis, and policy development
- Prepare legal memoranda on topics such as school drug policies, special education mainstreaming requirements, and Title I public school funding procedures

### EARTH LAW - Accra, Ghana

Legal Intern, Summer 2009

- Published in United Nations Environmental Programme, *Biocultural Community Protocols: A Community Approach To Ensuring The Integrity Of Environmental Law And Policy*
- Researched and prepared legal memos on environmental law, intellectual property, and indigenous rights
- Interpreted international legal documents in relation to the Convention on Biological Diversity
- Funded by the University of Georgia School of Law's Global Internship Program

### PEER MEDIATION PROGRAM – City, State

President, Student Advisor, and Mediator, Spring 2004-Spring 2007

- Earned mediation certification under State's Dispute Resolution Program Act
- Successfully mediated and conducted follow-up for 100% of filed cases
- As organization's first president, led executive board in developing constitution and mission
- Incorporated public interest work as organization's core value

### STEM CELL ADVOCACY PROJECT – City, State

Co-Founder, Spring 2007

- Lobbied Congress to advocate for the lifesaving potential of umbilical cord blood stem cells
- Worked throughout State promoting the lifesaving uses of umbilical cord blood stem cells

**HILLEL** – City, State

Jewish Peer Intern and Mitzvah Day Coordinator, Fall 2004-Spring 2006

- Promoted interest in Judaism within the Greek community and organized outreach to over 400 students
- Managed relationships with corporate and community partners, including Disney, to promote charitable events
- Unified region's universities to commit to community service with record attendance and impact
- Traveled to D.C. and Israel on scholarship to engage in service work and receive leadership training

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**COMMUNITY ENRICHMENT**

**PRESCHOOL ACADEMY** – City, State

Afternoon and Substitute Preschool Teacher, Summers 2004-2006 and May 2007-May 2008

**JEWISH DAY CAMP**– City, State

Leadership and Community Service Programmer and Assistant Unit Head, Summers 2001-2003, 2005 and 2008

- Reinvented the camp's Staff in Training (SIT) program, independently developing innovative Jewish programming content to actively promote leadership, personal growth, and community service work

**INTERFRATERNITY COUNCIL** – City, State

Judicial Vice President, Special Cases Advisor, and Recruitment Counselor, Fall 2005-Fall 2006

- Authored the Sexual Harassment Incident Report Procedure, drastically reducing campus occurrences
- Enacted the Values Society to distinguish fraternity men who live by a higher standard as role models
- Provided knowledgeable expertise and ran recruitment for 700+ men participating in Formal Recruitment
- Led diversity initiatives including “Out & Greek: Being Gay, Lesbian, or Bisexual in a College Fraternity”

**UNDERGRADUATE STUDENT GOVERNMENT** – City, State

Director of the Leadership Funding Board, Fall 2006-Spring 2007

- Allocated \$55,000+ to leadership programs selected through a competitive application process

**ALPHA EPSILON PI FRATERNITY** – City, State

Standards Committee Representative, Fall 2003-Spring 2007

- Reviewed conduct and academic violations through a formal hearing and sanction process

**JOINT EDUCATION PROJECT** – City, State

Mentor and Tutor, Spring 2005-Fall 2006

- Worked with students to develop their reading proficiency and math skills, drastically improving test scores
- Taught middle school students math and science; served as a role model and mentor

**CAMP PROGRAM** – City, State

Volunteer Cabin Counselor at State's camp for children with juvenile diabetes, Summers 2004-2006

**CAMP PROGRAM** – City, State

Volunteer Cabin Counselor at State's camp, Summers 2005

**CAMP SMILES** – City, State

Volunteer Cabin Counselor at State's camp for children with cancer, Summer 2004

**HONOR SOCIETIES:** Vice President, Blue Key (College Chapter); Blue Key (UGA); Mortar Board; Blackstonians; Order of Omega; Gamma Sigma Alpha; Rho Lambda; Lambda Pi Eta; Alpha Lambda Delta

**AWARDS:** “Senior Who Made a Difference;” Alpha Epsilon Pi Outstanding Senior Scholarship; Leadershape Institute Scholarship; On Common Ground Award; Beth Saul Jewish-Greek Leadership Award; JCSC Self Discovery Award; Spirit Crown Recipient; “Funniest, Most Energetic, and Friendliest Counselor;” Counselor of the Year

**NATIONAL HONOR:** President George W. Bush Volunteer Service Award



## Letters of Recommendation

Some opportunities, such as fellowships and clerkships, will require the submission of 1-4 letters of recommendation. While it may be intimidating to ask for a letter of recommendation, building a relationship with the professor outside the classroom prior to the need for a recommendation arising helps relieve some of the awkwardness. This also helps the professor to have a better understanding of your career goals and strengths, which will lead to better letters of recommendation. A few general tips about seeking letters of recommendation are given below.

- **Timeliness:** The earlier you can ask the better. As soon as you know you're going to need a recommendation, you need to get the ball rolling. If you have a base letter of recommendation, it can be adapted for different purposes, so it's okay to go ahead and ask for a recommendation even if you don't yet know for sure if you will need one for multiple purposes.
- **Choosing a recommender:** Choose the professor that knows you best over the "big name" professor who called on you once in class. Use academic recommendations as guidelines require, but also approach employers or clinical professors for a balanced assessment.
- **Asking the professor:** Email the professor to get on their calendar to meet with him in person and discuss the nature of the recommendation. Bring your resume, transcript, and writing sample. The more information professors have available to them, the better.
- **Follow-up email:** Follow up with a written request and cc the professor's administrative assistant. Specify any requirements about letter format and where it needs to go (e.g., know if clerkship recommendations should be submitted through OSCAR or to Adam Land in LCS).
  - If the recommendation is going to several places, check with the assistant to see the preferred way to send these addresses (e.g., within the email body or attached).
- **Meet with the professor's assistant:** Introduce yourself to the assistant around the time you are asking the professor for a recommendation. It's helpful for assistants to put a name with a face, and it'll benefit you later when the assistant is following up a dozen or more requests.
- **Be polite!** Assistants can't pull recommendations out of the air— they only have so much pull with their professors. They are best able to help you when you make your requests early and are polite in your communications with them, keeping in mind that during peak times (such as when OSCAR opens in September), they may be processing hundreds of letters. The assistant is going to be the advocate for you in terms of getting the recommendation from the professor.

## Writing Samples

A writing sample should only be given when requested. This is an opportunity to show an employer how you would perform on the job, so it is essential that your writing be clear, grammatically correct, free of typos, persuasive, and well-organized. Legal writing is best, unless a scholarly piece relates to the work. Be strategic – select a piece that connects to the practice specialty of your stated career goals and use your submitted writing sample to demonstrate your interest in the employer's practice. Take time to create specific pieces if necessary.

Follow employer guidelines for the sample, and if you have to provide only a selection of a work in order to meet a requested page limit, provide background for the assignment and the section you have selected. Even if you have received a high grade on a legal writing assignment, it would be very wise to carefully review the work before submitting it to an employer. It may also be appropriate, and even encouraged, to submit a piece of legal writing which you wrote in an internship or clinic— but do not misrepresent group work as your own, and do seek permission from a past employer or supervisor before using work materials as a writing sample. Redact all sensitive and confidential information.

For students who feel they do not have a good writing sample, participate in writing competitions to create a sample that could also boost your résumé. Alternatively, when charting a work plan with an externship or work supervisor, state that it is one of your work goals to produce an independent piece of legal writing that you can use in future applications to demonstrate your writing and research skills.

## OPPORTUNITIES DURING THE SCHOOL YEAR

Classroom discussions take on a new dimension for many law students as they work with clients and learn the ropes of the legal system through hands-on experience in Georgia Law's established experiential learning programs. Practice areas address: criminal and juvenile law, indigent legal assistance, environmental and land use practice, regulatory agency and governmental representation, and private nonprofit service. Students develop invaluable practical skills such as interviewing, case appraisal, case planning and negotiation, dispute resolution and litigation advocacy. These skills are of great value to public interest employers, and clinic participation is one of the most important academic step that a student can take to prepare for a career in public interest law. For students who have little prior experience, clinic work is an excellent way to build a resume. This also provides you with a great potential recommender—the clinical professor who will know both your academic and practical legal skills. While honors such as journal membership, working as a Teacher's Assistant, and top grades receive the lion's share of attention in discussions about career planning, many public interest employers, particularly nonprofit organizations, are also interested in seeing candidates who have hands-on experience. You are limited to 16 hours of clinic work, though not all clinics count towards this limit.

Information on the Clinics below comes from the School of Law website; check for full details: <http://www.law.uga.edu/experiential-learning-programs>

### **Criminal Defense Clinic**

The Criminal Defense Clinic is an excellent opportunity for students interested in becoming defense lawyers, prosecutors and public defenders. Law students work with attorneys in the Western Circuit Public Defender Office, interviewing clients, investigating cases, negotiating plea agreements, and appearing in court. Third-year students routinely represent clients in pre-trial hearings and trials.

- [Russell Gabriel, Criminal Defense Clinic director.](#)

### **Prosecutorial Clinic**

The Prosecutorial Clinic teaches students trial techniques, making it ideal for students who want to litigate immediately after graduation. The program is 3 semesters long and includes classroom instruction and an externship in a prosecutor's office in or near Athens. During the externship, students can observe all phases of a criminal trial, research various questions of law and draft legal memoranda and charging documents. Students are also authorized to participate in preliminary hearings, motion hearings, arraignments, juvenile adjudications, probation revocations, grand jury proceedings and jury trials.

- [Alan A. Cook, Prosecutorial Clinic director.](#)

### **Capital Assistance Project**

The Capital Assistance Project was initiated in 1998 at the request of the Supreme Court of Georgia. Here, students work at agencies defending individuals charged with or convicted of capital crimes and undertake valuable research and writing projects to assist agency attorneys with these cases.

- [Curtis Nasset, Capital Assistance Project director.](#)

### **Appellate Litigation Clinic**

The year-long Appellate Litigation Clinic is designed to teach students to be appellate litigators. The clinic essentially operates as a small firm and will accept clients with cases before both federal circuit courts of appeals and the Board of Immigration Appeals. Students work in teams of two or three to review the record of the case, identify the issues that should be raised in the appeal, draft the briefs (both opening brief and reply brief), and may do the oral argument if permitted and if oral argument is scheduled.

- [Erica Hashimoto, Appellate Litigation Clinic](#)

### **Business Law Clinic**

The Business Law Clinic offers students an opportunity to develop lawyering skills in a professional, interactive, live-client environment. Clients will include entrepreneurs, small business owners, and nonprofit organizations that cannot otherwise afford legal services. Supervised students will provide services related to such matters as entity formation, corporate governance, employment, and contracts. Students will learn how to interview, counsel, draft, and negotiate and will develop problem-solving, analytical, and editorial skills in the context of client projects and reality-grounded class work. In addition to working 8-10 hours per week on supervised client projects, students will attend a 2-hour weekly seminar which will cover topics relevant to the representation of entrepreneurs, small businesses, and non-profit organizations. The class will be limited to eight 3L students; the **deadline for applying is March 29, 2013 at 5 PM.**

- [Willow Meyer, Business Law Clinic Instructor](#)

### **Civil Externships**

Explore litigation and transactional law working with attorneys and judges as part of the Civil Externship. In this program, students are placed in judicial, governmental and private nonprofit positions. Students learn the fundamentals of lawyering and practical judgment by watching skilled lawyers and by practicing these skills under supervision.

- [Alexander Scherr, Civil Externship Director](#)

### **Community Economic Development Clinic**

Allows for students to represent a variety of Athens organizations as they work to strengthen communities and provide economic opportunity for low-income Georgians.

- [Jared Bybee, Community Economic Development Instructor](#)

### **Corporate Counsel Externship**

Explore the practice of law from the perspective of an in-house counsel. This course will benefit not only students interested in an in-house career but also those who will work in law firms and deal with in-house counsel as their primary client contact. Students will be placed with a corporate legal department and will attend a weekly seminar where they will develop skill sets required in an in-house setting, such as interviewing, counseling, negotiation, legal analysis, problem-solving, and drafting. Organizations currently participating in the program include: Acuity Brands, Inc., American Cancer Society, Asbury Automotive Group, BlueLinx Corporation, CARE, Children's Healthcare of Atlanta, Cox Communications, Delta Air Lines, InterContinental Hotels Group, NCR Corporation, Verizon Wireless, and YKK Corporation of America, among others. The course was created in conjunction with Georgia Law's [Business Law and Ethics program](#).

- [Carol Morgan, Business Law and Ethics Program Instructor](#)

### **Environmental Practicum**

Georgia Law offers an experiential learning program for students interested in environmental preservation: the Environmental Practicum. Students in the Environmental Practicum work to improve water quality and protect and restore native aquatic species in targeted watersheds and the [Upper Etowah River Basin](#).

- [Laurie Fowler, Environmental Practicum Director](#)

### **Family Violence Clinic**

Prepare for a career in family law with the Family Violence Clinic. Students in this clinic help to protect victims of domestic violence. Clinic work includes interviewing, case preparation, counseling and advocacy.

- [Susan Schaffer, Managing Attorney, Family Violence Clinic](#)
- [Alexander Scherr, Civil Externship Director](#)

### **Mediation Practicum**

Become a certified Georgia mediator through the Mediation Practicum. Students in this program

mediate cases in Small Claims Court to meet requirements for certification under standards set by the Georgia Office of Dispute Resolution.

- [Eleanor Lanier, Managing Attorney, Mediation Practicum](#)

**Medical-Legal Partnership Clinic**

Students work closely with medical treatment providers on civil legal issues that directly affect the health of the client, potentially including concerns for shelter, family, immigration status or disability. This program is scheduled to begin fall 2014.

- [Jason A. Cade, Medical-Legal Partnership](#)

**Public Interest Practicum** Take a look at how law can meet the needs of disadvantaged community members through the Public Interest Practicum. Students in this program work with homeless and incarcerated individuals and local service institutions to coordinate resources and information on housing, child custody, debt, benefits and health care.

- [Alexander Scherr, Civil Externship Director](#)

## SUMMER OPPORTUNITIES

### Public Interest Organizations

Public interest organizations are not-for-profit organizations that research, advocate, and provide legal services based on a cause-specific mission. Well-known examples of national organizations include NAACP, ACLU, and Lambda Legal, but there are many, many more. As of 2008, there were 1.5 million nonprofit organizations in the United States, and many of these provide legal services or are otherwise engaged in legal advocacy. Summer internships with nonprofit organizations are generally unpaid, but this is not universally true. Even unpaid opportunities may offer certain benefits, such as transportation passes or a flexible work schedule. Moreover, positions with public interest organizations generally qualify for competitive fellowship funding sources.

#### **Applying for opportunities**

National and established organizations generally run internship programs where students can apply for spots through a formal process. If there's a specific organization you have in mind, the first places to check are the employer's website and employer profiles in PSJD (<http://www.psjd.org>). Positions can also be found through LCS, career fairs, and external job boards (such as PSJD and Idealist).

#### **Designing your own internship**

Some students may have a specific project that they'd like to tackle for the summer, or they may wish to intern with organizations that don't have a formal internship program. This may sidestep the hassle of a competitive application process and allow you to know your plans sooner but also requires more effort upfront from the student. Once you have an organization in mind, make contact with a program manager to discuss your interest and the skills and experiences you would bring to the organization. If the organization expresses interest, follow up with an in-person interview at the organization's office (where feasible). Once they agree to take you on, it'd be good to sketch out a work plan prior to your start, as your work may be more self-directed than if you were part of an established program.

### Government

The process of applying for a government internship is as varied as the range of opportunities. For federal opportunities, the Arizona Government Honors and Internship Handbook is your lodestar. The guide is available at <http://www.law.arizona.edu/career/honorshandbook.cfm> (usernames and passwords are listed in Symplicity). Timelines and requirements for opportunities are given in the guide. There are some federal opportunities not in the guide, however, so also watch for opportunities through interview programs, career fairs, Symplicity, and online (<http://www.usajobs.gov/studentjobs/>). Some federal honors programs are paid; some federal summer opportunities are not.

For state and local government opportunities, you should take a multi-pronged approach. Apply for posted positions through interview programs, career fairs, Symplicity, and postings on official websites. Some state and local opportunities are paid; some are not— read postings closely or ask the contact person to know for sure. There's less flexibility to design your own internship with government employers than with public interest organizations, but you might have luck with county and city offices, particularly if you have a connection to the area. Resources for finding state opportunities can be found through PSJD's state-by-state guide: <http://www.psjd.org/resource?ResourceID=66>. There is also an excellent clearinghouse of state and local hiring information, State and Local Government on the Net, with job access points for lawyers and other employment: <http://www.statelocalgov.net/index.cfm> And to keep up with all kinds of Government and Public Interest Career resources and links, be

sure to check the Student Professional Development website:

<http://www.law.uga.edu/government-public-interest>

## Global Internship Program

Through the Global Internship Program, open to rising 2Ls and 3Ls, you can live abroad and work at one of more than 45 legal organizations in over 25 countries around the world. This 6-to-10 week program exposes students to international and transnational law through internships in foreign governmental agencies, academic centers, law firms, corporations and non-governmental organizations. The first 30 participants receive a \$1,500 stipend from the law school to offset travel and living costs, with the exception of the placements with the Attorney General of Guyana, which have a \$3,000 stipend from a sponsoring firm.

Program participants consistently report their global internship experiences to be among the most professionally and personally rewarding of their law school careers, and they often remark that it's the first experience they are asked to discuss in job interviews.

Among past placements are many public interest law opportunities, such as internships with:

- Supreme Court of Nova Scotia (Canada)
- Nova Scotia Legal Aid (Canada)
- Attorney General's Chambers (Guyana)
- ARCA/Heritage Watch (Italy)
- UNIDROIT (Italy)
- Helsinki Committee for Human Rights (Hungary)
- Center for African Studies (Belgium)
- Dubai Judicial Institute (United Arab Emirates)
- Commonwealth Human Rights Initiative (India)
- Commonwealth Human Rights Initiative (Ghana)
- Liberia Institute of Public Administration (Liberia)

For questions and information on how to apply to the Georgia Law Global Internship Program, contact Maria Eugenia Gimenez in Dean Rusk Hall ([mgimenez@uga.edu](mailto:mgimenez@uga.edu)). Learn more online and read blogs written by public interest students at <http://www.law.uga.edu/global-internships>

## Judicial Internships and Clerkships

A judicial clerk assists a judge in researching issues before the court. Post-graduate federal clerkships are highly prestigious opportunities that can vault graduates ahead in any area of law practice, and summer internships with any court can also be valuable experiences. Depending on the court in which they intern, summer judicial interns can develop their research and writing skills while gaining a better understanding of court rules and procedures, law in practice, and a region's social issues.

If you know that you'd prefer judicial interning above any other summer opportunity, you should schedule an appointment with Adam Land, Judicial Clerkship Advisor, during the fall semester.

A limited number of pre-approved, credit-granting summer judicial extern positions with judges in the Athens area are available through the Civil Externship (applications for summer due in March, interviews in early April).

Annually LCS coordinates the Judicial Clerkship Job Fair, where state level judges throughout Georgia fill

post-graduate and summer positions. Watch for information in November for January interviews.

Some positions are also posted in Symplicity — check frequently for new postings. Beyond applying to listed positions, students should also research judges in the fall and call to learn about applying for summer clerkships. Do not anticipate being able to communicate about positions through e-mail. A phone inquiry followed up by a cover letter and resume sent via snail mail is the best approach for most judges, unless you are specifically instructed to do otherwise. Check with the Clerkship Advisor for advice in researching summer internship opportunities.

Because they are highly competitive, summer judicial internships are often unpaid, and with the exception of academic credit, little outside support is available. For this reason, many students focus on opportunities in areas where they can have free housing or live in the apartment they're already renting. This means selection for positions in Athens and the Atlanta metro area can be in high demand. Students who have the connections to live and work in areas further away from law schools will have an easier search and may attain more prestigious positions— a less experienced 1L may have a better shot at interning with a federal judge over the summer in Savannah than a very experienced 2L would have in Atlanta.

## Experience-Based Coursework

### **Civil Externships**

Students may apply for a limited number of pre-arranged summer externship opportunities at Georgia Law, or they may arrange their own internship with a public interest employer and submit a proposal for credit. Credit varies depending on hours worked. Applications and proposals are due in mid-March.

### **Summer Clinic Programs**

In addition to the clinics offered during the school year, students may also enroll in one of several clinics offered at Georgia Law in the summer to build experience while gaining academic credit. Clinics offered in 2013 included the Family Violence Clinic, Business Law Clinic, and Criminal Defense Clinic. If you are interested in participating in a clinic during a summer term, contact the clinic's director to learn about application procedures, credit hours available, and clinic schedules.

## FUNDING

### Academic Credit

One way of funding summer work is through academic credit, which allows students to receive financial aid for summer classes. Cost for summer enrollment is based on the number of credits received, and institutional merit aid awards are not applied to summer tuition costs. Enrollment in credit-awarding externships and clinics is limited. Students should apply for externship credit and outside funding at the same time to keep their funding options open, as neither source of funding is guaranteed.

### Split Summers

Some firms have split summer programs which allow summer associates to work at the firm for half the summer and receive a stipend for public interest work the other half of the summer. Alternatively, students who receive offers for summer firm work may request that they work less than full-time in the summer, for a reduced stipend, and use these earnings to fund living expenses while working in unpaid positions. If this is something you are considering, please contact LCS to have a discussion with a counselor who can provide insight as to how receptive your firm might be to such a proposition. Less formally, many public interest students work part-time in paid positions (e.g., for campaigns, temping, service industry) to help cover living expenses while they build career skills.

### Georgia Law Fellowships

#### **Equal Justice Foundation Fellowships**

Amount: \$1,500 (partial) or \$3,500 (full)— amounts subject to change depending on funds and demand

Number of awards: Depends on funding; in 2012, 12 grants were awarded (6 full and 6 half)

Deadline: mid-March (check your email for announcements)

Website: <http://law.uga.edu/ejf>

Description: Funds rising 2L and 3L students working full-time (320 hours minimum) in non-paying public interest positions with nonprofit and government agencies. Students develop a proposal with a sponsoring host site, and a committee of student group leaders selects winners based on experience, current public service involvement, and career goals. Students receiving academic credit for their internships are ineligible to receive funding, but students are encouraged to apply for both credit and EJF funding at the same time, and must choose one if they are selected for both. Recipients must write a summary of their experience and must help gather auction items for the next year's auction.

#### **Spurgeon Fellowship**

Amount: \$4,500

Number of awards: 1

Deadline: mid-March (but not available every year, check your email for announcements)

Description: Georgia Law's top public service award funds one rising 2L or 3L student working full-time in a non paying public interest position. The application and criteria are similar to that of EJF fellowships, but the winner is selected by Edward Spurgeon, the former dean of Georgia Law. Students who are selected for both the Spurgeon and EJF funding must turn down EJF funding.



## National and International Fellowships

There are numerous sources of third-party funding available for summer unpaid work. Rather than try to give a static list, a snapshot of sources from PSJD, one of the main go-to clearinghouses, is shown below; refer to it early and often. It is advisable to consult with your LCS advisor for sources specific to your career goals.

### **Pride Law Fund Fellowship**

Pride Law Fund Summer Fellowship

P.O. Box 2602

San Francisco, CA 95126-2602

Phone: 415-788-0900

Email: [info@PrideLawFund.org](mailto:info@PrideLawFund.org)

Website: <http://www.pridelawfund.org/summer.php>

- **2013 Deadline: All applications must be postmarked by April 1, 2013.**
- The PLF Fellowship Programs are open to law students working under the supervision of an attorney at a 501(c)(3) organization anywhere in the country. Applicants may apply for more than one fellowship by submitting a written proposal for a Summer project on which they seek to work, together with a letter of sponsorship by an attorney from a 501 (c)(3) organization, setting forth the attorney's commitment to supervise the applicant on the project.
  1. The Achtenberg Fellowship supports the work of concern to the lesbian and gay community in the public sector, regarding public policy or of a public service nature.
  2. The Fenwick and West LLP Fellowship supports work in the area of lesbian, gay, bisexual, or transgendered civil rights and education.
  3. The BALiF Fellowship supports legal work on issues of concern to lesbians and bisexual women.
  4. The Richter Fellowship supports work in the area of HIV/AIDS, including legal services to people with HIV and/or AIDS.

### **Robert Masur Fellowship in Civil Liberties, The Nation Institute**

116 East 16th Street, 8th Floor

New York, NY 10003

Phone: 212-822-0252

E-mail: [jayati@nationinstitute.org](mailto:jayati@nationinstitute.org)

Website: [http://www.nationinstitute.org/prizes/1068/the\\_robert\\_masur\\_fellowship\\_in\\_civil\\_liberties/](http://www.nationinstitute.org/prizes/1068/the_robert_masur_fellowship_in_civil_liberties/)

- Pay: \$1,000 honorarium.
- **2013 Deadline: All applications must be received by Friday, April 5, 2013.**
- The Masur Fellowship enables a first year law student to pursue significant summer activities in the practice areas of civil rights or civil liberties.
- Proposed activities may include a writing or research project, work with a public interest organization, work on a case under the supervision of a law faculty member or lawyer, or any other work in the areas of civil rights or civil liberties.
- Applicants should send a one-to-two page proposal to the Institute describing their intended summer project, along with a resume and the name of their faculty or organization sponsor. For

more information, visit

[http://www.nationinstitute.org/prizes/1068/the\\_robert\\_masur\\_fellowship\\_in\\_civil\\_liberties/](http://www.nationinstitute.org/prizes/1068/the_robert_masur_fellowship_in_civil_liberties/).

### **Williams Institute and Gleason Kettel Summer Law Fellowship**

337 Charles E. Young Drive East  
Public Policy Building Room 2381  
Los Angeles, CA 90095

Website: <http://williamsinstitute.law.ucla.edu/summer-fellowships/>

- \$5,000 stipend to spend the summer working with an organization, scholar, or research center, focused on sexual orientation and gender identity law and public policy.
- **2014 Deadline: March 28, 2014.**
- For more information, visit: <http://williamsinstitute.law.ucla.edu/summer-fellowships/>

### **QLaw Summer Public Interest Grant Program**

Spencer Anderson & Buhr, PLLC  
1700 Seventh Avenue, Suite 2100  
Contact: Cynthia Buhr  
Phone: 206-328-8048  
Fax: 866-592-8490  
Seattle, Washington 98101

E-mail: [summergrant@q-law.org](mailto:summergrant@q-law.org)

Website: <http://www.q-law.org/>

- Pay: Up to \$500 per week for 10 weeks.
- 2014 Deadline: The grant cycle for 2014, will start in December 2013. Applications will be made available and applications will be due at the end of February/beginning of March. For more information about the application process, go to <http://www.q-law.org/summergrantprogram>.
- The GLBT Bar Association of Washington (“QLaw”) will sponsor summer internships for law students seeking low or unpaid summer internships serving the lesbian, gay, bisexual, and transgender (“LGBT”) community or people with HIV/AIDS are encouraged to apply. The Public Interest Summer Grant Program is designed to encourage innovative new projects while developing the critical skills necessary for law students developing careers in the public interest. Students will design legal projects to be sponsored by a non-profit, government, or tribal organization. The sponsoring organizations will provide the student with legal supervision and administrative support over the course of the ten (10) week internship.

### **ABA Commission on Homelessness and Poverty / John J. Curtin, Jr. Legal Internship**

740 15th Street NW  
Contact: Amy Horton Newell  
Washington, DC 20005  
Phone: 202-662-1691

E-mail: [homeless@americanbar.org](mailto:homeless@americanbar.org)

Website:

[http://www.americanbar.org/groups/public\\_services/homelessness\\_poverty/john\\_j\\_curtin\\_jr\\_fellowship.html](http://www.americanbar.org/groups/public_services/homelessness_poverty/john_j_curtin_jr_fellowship.html)

- Pay: \$2,500 stipend for no less than 8 weeks of continuous work between May 1 and October 1.
- 2014 Deadline: Applications must be received by Monday, March 31, 2014.

- Student must work for an organization run by a bar organization or legal services organization anywhere in the country that serves homeless clients or those at risk of becoming homeless. The ABA provides a list of organizations the student may consider, however this list is not exclusive. The student may work at any approved homeless advocacy project run by a bar association or legal services program. Application form available at [http://www.americanbar.org/groups/public\\_services/homelessness\\_poverty/john\\_j\\_curtin\\_jr\\_fellowship.html](http://www.americanbar.org/groups/public_services/homelessness_poverty/john_j_curtin_jr_fellowship.html)

### **Equal Justice America Legal Service Fellowships**

Building 2, Suite 204

13540 East Boundary Road

Midlothian, VA 23112

Phone: 804- 744-4200

Fax: 804-744-6789

E-mail: [dan@equaljusticeamerica.org](mailto:dan@equaljusticeamerica.org)

Website: <http://www.equaljusticeamerica.org/>

- Pay: up to \$4,000 stipend.
- 2013 Deadline: All applications must be postmarked no later than March 25, 2013. Awards will be announced by email on or around April 26, 2013.
- Students may work anywhere in the United States, provided that the hiring organization is a non-profit organization providing direct civil legal services to the poor. Equal Justice America generally funds over 175 students per summer.
- Students must work full-time (35-40 hours per week) for at least 10 weeks.
- To apply, applicants must send a cover letter describing their commitment and interest in providing legal services to the poor, a resume, two letters of recommendation, and an employment confirmation letter from the hiring organization to Equal Justice America at the above address. All application materials must be sent together.
- Equal Justice America sponsors fellowships for law students at more than 75 law schools. Applicants must attend one of these law schools to be eligible for this program. A list of these schools can be found at <http://www.equaljusticeamerica.org/LawSchools.htm>.
- Students should indicate on the cover letter whether or not they have work-study funding. Students may apply prior to securing a placement, but an employment confirmation letter is required before a fellowship will be awarded.
- NYU students should apply directly through the PILC office.
- For more information on how to apply, visit [http://www.equaljusticeamerica.org/prev\\_applications/ApplicationSummer.htm](http://www.equaljusticeamerica.org/prev_applications/ApplicationSummer.htm)

### **Equal Justice Works Summer Corps Program**

1730 M Street, NW

Suite 1010

Washington, DC 20036-4511

Phone: 202-466-3686

Fax: 202-429-9766

Email: [summercorps@equaljusticeworks.org](mailto:summercorps@equaljusticeworks.org)

Website: <http://www.equaljusticeworks.org/>

- Pay: \$1,175 education award voucher

- 2013 Deadline: March 18, 2013
- Summer Corps is an AmeriCorps-funded program that provides 711 law students with the opportunity to earn a \$1,175 education award voucher for spending the summer in a qualifying internship at a non-profit, public interest organization.
- Students must complete 300 service hours to receive the education award voucher, which can be used to pay current educational expenses or qualified student loans.
- County, state, and nonprofit public defenders offices now qualify for Summer Corps funding; Current AmeriCorps Fellow Host Sites each may receive up to 5 guaranteed funded Summer Corps members.
- For more information about eligibility criteria and the application and selection process, visit <http://www.equaljusticeworks.org/law-school/summercorps>

**Federal Communications Bar Association Foundation/ Robert E. Lee Scholarship and Internship Fund**

1020 19th Street, NW, Suite 325

Washington, DC 20036-6101

Phone: 202-293- 4000

E-mail: [kerry@fcba.org](mailto:kerry@fcba.org)

Website: <http://www.fcba.org/>

- Pay: Stipend is \$5,000.
- 2013 Deadline: March 13, 2013.
- The FCBA will award at least five summer stipends to law students employed as unpaid summer interns in positions with the FCC and other government agencies or entities with jurisdiction over the communications industry (i.e., broadcasting, cable television, telephony, satellite and information technology).
- Applicants will be considered based on their demonstrated interest in the communications field; having secured or having pending, an unpaid summer position for at least eight (8) weeks with a government agency; their involvement in community activities; and, their dependence on financial assistance in order to accept an unpaid internship.
- For more information and application materials, see [http://www.fcba.org/foundation/internship\\_stipends.shtml](http://www.fcba.org/foundation/internship_stipends.shtml).

**Google Policy Fellowship**

Various Locations: Washington, DC; San Francisco, Calif.; Ottawa or Toronto, Canada

Website: <http://www.google.com/policyfellowship/>

- Fellows will receive a stipend of \$7,500 for 10 weeks.
- The Google Policy Fellowship program offers undergraduate, graduate, and law students interested in Internet and technology policy the opportunity to spend the summer contributing to the public dialogue on these issues, and exploring future academic and professional interests.
- Fellows will have the opportunity to work at public interest organizations at the forefront of debates on broadband and access policy, content regulation, copyright and trademark reform, consumer privacy, open government, and more.
- 2013 Deadline: March 15, 2013.

**J.W. Saxe Memorial Fund**

1524 31st Street NW

Washington, D.C. 20007

Contact: Ms. Elinor Sachse

Email: [sachsedc@verizon.net](mailto:sachsedc@verizon.net)

Website: <http://www.jwsaxefund.org/index.php>

- A prize of \$2000 will be awarded to one or more college or university students involved in public service.
- The award is meant to enable the student to gain practical experience in public service by taking a no-pay or low-pay job or internship during a summer or other term.
- Preference will be given applicants who have already found such a position, but who require additional funds.
- Applications must be postmarked by March 15, 2013.
- Please see [website](#) for full application details.

#### **Ms. JD Public Interest Scholarship**

Email: [Bence@ms-jd.org](mailto:Bence@ms-jd.org)

Website: <http://ms-jd.org/ms-jd-announces-our-2013-public-interest-scholarship>

- Pay: \$500 scholarship
- 2013 Deadline: March 15, 2013.
- Essay Topic: Applicants must explain their philosophy as a public interest attorney. How do you believe the law serves as a vehicle for social change? How could your desired public interest position/career impact an issue you believe is important?
- Winners will write blog posts featured on the Ms. JD blog throughout the summer.
- Unpaid judicial externs also qualify.
- To apply, send resume, anticipated employer, other sources of funding, and aforementioned essay to [Bence@ms-jd.org](mailto:Bence@ms-jd.org). Include your Ms. JD user ID in your cover letter or in plain text of your email.

#### **Asian American Bar Association of the Greater Bay Area (AABA) / AABA Law Foundation**

P.O. Box 190517

San Francisco, CA 94119

Website: <http://www.aaba-bay.com/>

- 2013 Deadline: January 18, 2013.
- The AABA offers one \$2000 scholarship to a qualified summer law clerk to work on legal projects that provide free legal services to the Asian American community.
- Students must work a minimum of 10 weeks.
- Application instructions for the 2012 grant are available on the [AABA's website](#).

#### **AFL-CIO Law Student Union Summer**

815 16th Street, NW

Washington, DC 20006

Phone: 202-637-5336

Fax: 202-637-5323

E-mail: [Lsus@afcio.org](mailto:Lsus@afcio.org)

Website: <http://www.afcio.org/Get-Involved/Union-Summer-Law-Student-Union-Summer/Law-Student-Union-Summer-2013>

- Pay: Weekly stipend of \$600. Transportation and housing costs are also covered.
- 2013 Deadline: Oct. 19, 2012, for 2Ls; Jan. 18, 2013, for 1Ls.
- 10 week internship program for law students that combines front-line legal work with grassroots organizing in real, on-going campaigns by AFL-CIO unions in various regions of the country.
- For more information and for application materials, see <http://www.afcio.org/Get->

[Involved/Union-Summer-Law-Student-Union-Summer/Eligibility-and-Requirements](#). Online application is also available from this site.

### **Anapata Student Scholarship**

Palo Alto, California

Website: <http://anapata.com/>

- Each Anapata Scholar will receive a \$1,000 scholarship and a featured profile on the Anapata network.
- Applicants must be currently enrolled at an ABA-approved law school in the United States.
- Students who are members of groups traditionally under-represented in the legal profession are encouraged to apply. Factors considered in the selection process include academic achievement, demonstrated leadership ability, excellent writing and interpersonal skills and a sincere interest in promoting diversity in the legal profession.
- 2013 Deadline: Updated deadline is currently unavailable.
- For more information, visit Anapata's [website](#).

### **Arthur C. Helton Fellowship Program**

The American Society of International Law

2223 Massachusetts Ave, NW

Washington, DC 20008

Contact: Veronica Onorevole

Phone: 856-380-6810

Fax: 202-797-7133

E-mail: [fellowship@asil.org](mailto:fellowship@asil.org)

Website: <http://www.asil.org/helton-fellowship.cfm>

- Pay: \$1,000 micro-grants.
- 2013 Deadline: Applications must be received by January 7, 2013. Students can begin to submit applications on October 15, 2012. Only the first 50 completed applications will be considered.
- Fellows will undertake their fieldwork between April 2013 and August 2013 in association with an established educational institution, international organization, or non-governmental organization working in areas related to international law, human rights, and humanitarian affairs.
- Funded by contributions from ASIL members, this one-time award will provide financial assistance, "micro-grants" of up to \$1000, for law students and young lawyers to pursue human rights work and research. Fellows will undertake their projects in affiliation with an established NGO or human rights organization.
- For more information, and for online application, see <http://www.asil.org/helton-fellowship.cfm>.

### **Bergstrom Fellowship - University of Michigan Law School**

The Michigan Child Welfare Law Program

University of Michigan Law School

611 Church Street, Suite 4C

Ann Arbor, MI 48104-3000

Contact: Alicia Lixey, Training Coordinator

Phone: 734-763-6750

E-mail: [lixey@umich.edu](mailto:lixey@umich.edu)

Website: <http://www.law.umich.edu/clinical/calc/Bergstrom/Pages/summerfellowship.aspx>

- Pay: A limited number of stipends are available, and up to \$500 in travel expenses for training may

be provided.

- 2013 Deadline: February 11, 2013.
- The University of Michigan Law School is offering places in the Bergstrom Child Welfare Law Summer Fellowship. Applicants should have completed their first year of law school but not yet graduated. Fellows work in various offices around the country specializing in representation of children, parents and social service agencies.
- Placement in child welfare office can be found after acceptance into fellowship.
- Fellows must attend a three-day training in May.
- Interns must work a minimum of 10 weeks. Students can obtain information and applications from the [website](#).

**Blakemore Foundation - Blakemore Freeman Fellowships for Advanced Asian Language Study**

1201 Third Avenue, Suite 4800

Seattle, WA 98101-3266

Phone: 206-359- 8778

Fax: 206-359-9778

Email: [blakemore@perkinscoie.com](mailto:blakemore@perkinscoie.com)

Website: <http://www.blakemorefoundation.org/>

- 2013 Deadline: December 31, 2012.
- Eligibility: applicants should be pursuing an academic, professional, or business career that involves the regular use of a modern Asian language; have an undergraduate degree; be at or near an advanced level in the language as defined by the Grant Guidelines; be able to devote themselves exclusively to the language study during the term of the grant; be a U.S. citizen or permanent resident
- Selection criteria: applicants should have a focused, well-defined career objective involving Asia in which use of the language is an important aspect; the potential to make a significant contribution to a field of study or area of professional or business activity in an Asian country; good academic, professional, or business background, appropriate to the career program.

**Diversity Clerkship Program, ABA Section of Business Law**

Contact: Leslie Banas

Email: [Leslie.Banas@americanbar.org](mailto:Leslie.Banas@americanbar.org)

Website: <http://www.americanbar.org>

- \$6,000/Summer
- Encourages students to pursue business court clerkship opportunities and to consider careers in the practice of business law. During the internship, there will be both substantive programming and networking opportunities.
- To be eligible, students must have completed their first or second year of law school at the start of internship.
- 2013 Deadline: December 28, 2012
- For more information, visit:  
[http://www.americanbar.org/groups/business\\_law/initiatives\\_awards/diversity.html](http://www.americanbar.org/groups/business_law/initiatives_awards/diversity.html)

**Goodwin Procter Public Interest Fellowship for Law Students of Color**

Contact: Ashley B. Nelson, Legal Recruitment Manager

E-mail: [fellowships@goodwinprocter.com](mailto:fellowships@goodwinprocter.com)

Website: <http://www.goodwinprocter.com/Careers/Law-Students/Public-Interest-Fellowship.aspx>

- Benefits: Stipend is \$7,500, plus an interview for a second year summer position at Goodwin Procter
- 2013 Deadline: March 1, 2013.
- Fellowships will provide first year law students of color with financial awards, to help cover expenses from working in a public interest law position during the summer after the first year of law school.
- Eligibility: An applicant must be a full-time, currently-enrolled first year student of color who is pursuing a Juris Doctor degree at an ABA-accredited law school.
- For more information and application materials, see <http://www.goodwinprocter.com/Careers/Law-Students/Public-Interest-Fellowship.aspx>.

#### **Haywood Burns Memorial Fellowship for Social and Economic Justice**

National Lawyers Guild, National Office

132 Nassau Street, Suite 922

New York, NY 10038

Phone: 212-679-5100

E-mail: [membership@nlg.org](mailto:membership@nlg.org)

Website: <http://www.nlg.org/>

- Pay: The stipend will be between \$1000 and \$2000 and is paid in two installments by the project. The stipend may be supplemented with work-study grants and student fellowships.
- Duration: Fellows are required to work full-time for ten weeks. Starting and ending dates are negotiated between the fellow and the project.
- 2013 Deadline: January 14, 2013.
- Students apply for either an internship with a sponsoring organization or may submit a proposal for a student-initiated project.
- For more information and for application materials, see <http://www.nlg.org/law-students/fellowships/>.

#### **Judicial Intern Opportunity Program, ABA Section of Litigation**

Contact: Gail Howard, Program Director

Phone: 312-988-6348

Email: [gail.howard@americanbar.org](mailto:gail.howard@americanbar.org)

Website: <http://www.americanbar.org>

- \$1500/6 week minimum
- Eligibility: 1L or 2L minority and/or financially disadvantaged law students
- 2013 Deadline: January 4, 2013.
- For more information, visit: [http://www.americanbar.org/groups/litigation/initiatives/good\\_works/judicial\\_intern\\_opportunity\\_program.html](http://www.americanbar.org/groups/litigation/initiatives/good_works/judicial_intern_opportunity_program.html)

#### **Just The Beginning Foundation Summer Judicial Externship Program**

Contact: Program Director

Email: [programs@jtbf.org](mailto:programs@jtbf.org)

Website: <http://www.jtbf.org/>

- For law students in the pipeline towards a legal profession, Just The Beginning Foundation ? offers resources and opportunities to assist students by exposing them to various legal opportunities



(externships), helping to build resumes and assisting them in making the way through the job market and to the job that best suits them.

- 2013 Deadline: February 4, 2013. Just The Beginning Foundation will accept applications for Summer Judicial Externships beginning on November 20, 2012. Students must be available to work 35 hours per week during the Summer Externship period.
- For more information, visit:  
<http://www.jtbf.org/index.php?submenu=ExternshipProgramsrc=gendocsref=LawSchoolProgramscategory=Programs>.

### **Michael Maggio Immigrants' Rights Fellowship**

Contact: Dan Kesselbrenner - Executive Director, National Immigration Project of the National Lawyers Guild

Email: [dan@nationalimmigrationproject.org](mailto:dan@nationalimmigrationproject.org)

Website: <http://www.maggiofellowship.org>

- Pay: \$2,500 award for 10 weeks
- 2013 Deadline: December 29, 2012
- The Michael Maggio Fellowship will support one law student's work on an immigration related, student-initiated project.
- Project proposal must include a collaborative plan with the host organization or through other means to match the Fellowship award in the amount of \$1,500. (Student will receive total funding of \$4,000.)
- Established by the American Immigration Lawyers Association, the Center for Human Rights & Constitutional Law, and the National Immigration Project of the National Lawyers Guild
- To learn more about the Fellowship and to download an application form, visit  
<http://maggiofellowship.org/application.html>

### **Peggy Browning Fund Summer Internship**

1818 Market Street, Suite 2300

Philadelphia, PA 19103

Contact: Mary Anne Moffa

Phone: 215-665- 6815

Fax: 215-564-2262

Email: [mmoffa@peggybrowningfund.org](mailto:mmoffa@peggybrowningfund.org)

Website: <http://www.peggybrowningfund.org/>

- Pay: minimum \$4,500 stipend for 10 weeks.
- 2013 Deadline: January 18, 2013.
- The Peggy Browning Fund will support between 40 and 50 funded Summer Fellowships in labor-related organizations throughout the United States.
- Participating labor organizations and application materials are available at:  
<http://www.peggybrowningfund.org/fellowships/for-law-students/how-to-apply>
- Only students from certain law schools are eligible to participate. See website or visit your career services/public interest office to determine if you are attending an eligible law school.
- A cover letter, resume and completed application form must be sent to each eligible work site to which you wish to apply. A copy of each complete application must also be sent to the Peggy Browning Fund.
- Both the Fund and the specific sites to which students are applying must have received your

applications by the deadline. Students can apply for up to 3 positions.

- All recipients of summer funding are required to attend a one day (expenses paid) early Fall 2009 wrap-up program/evaluation session.

**Political Economy Research Center for Graduate Fellowship Program**

2048 Analysis Drive, Suite A

Bozeman, MT 59718

Phone: 406-587-9591

E-mail: [perc@perc.org](mailto:perc@perc.org)

Website: <http://www.perc.org/>

- Pay: Fellows receive a monthly stipend of \$1,600 in addition to reimbursement for reasonable domestic round trip travel expenses to Montana.
- Duration: Three months.
- 2013 Deadline: February 15, 2013.
- PERC'S fellowships for graduate students and law students offer the ideal opportunity for those who are interested in researching issues related to natural resources and the environment.
- Graduate fellows spend three months at PERC in Bozeman, Montana, researching and writing a paper under the supervision of a PERC senior fellow. While there, fellows are required to present two to three seminars to outline, report on, and summarize their research findings. A paper of publishable quality is the expected result.
- For more information and application materials see <http://perc.org/fellowships/graduate-fellows>

*\*\* This list includes outside funding sources for students working in unpaid public interest summer positions as well as summer internship programs at organizations that hire a set number of paid interns/fellows each summer. Please be sure to check [PSJD](#) regularly for other current paid and unpaid summer internships.*

# OPPORTUNITIES FOR GRADUATES

## Post-Graduate Fellowships

Typical public service fellowships are one- or two-year programs that provide training to recent graduate and can be invaluable for entry into competitive fields. There are not many entry-level positions available with public interest organizations, and fewer still with international NGOs, so fellowships can be incredibly helpful in getting your foot in the door.

Fellowships support student-designed projects at a qualifying host site (e.g., Equal Justice Works Fellowship, Skadden, Fulbright, etc.) or provide a living stipend while participating in an established program (e.g., government honors programs, ACLU Immigrants' Rights Project Fellowship, etc.). Students must begin researching opportunities during their second year of law school, as many applications are due the summer before or early fall of their 3L year. Student who decide to pursue this option at the beginning of their 3L year may realize that a great number of doors have already been closed to them. PSJD is where you should start your search, but also consult with your LCS advisor and to plan a thorough survey of opportunities.

Each year, more than 300 post-graduate fellowships, with deadlines rolling throughout the entire year, are posted on the PSJD site (<http://www.psjd.org>)

### Rolling Deadlines

Posted 07/22/2013: [Internal Revenue Service \(IRS\) - Chief Counsel Honors Program](#)

Posted 07/22/2013: [City of Chicago Department of Law - Postgraduate Fellowship Program](#)

Posted 07/19/2013: [Central Intelligence Agency - Honors Attorney Program](#)

Posted 07/18/2013: [Legal Momentum - 2014-2016 Fellowship: The Women's Legal Defense Fund & Education Fund](#)

Posted 07/16/2013: [University of the District of Columbia - David A. Clarke School of Law - Clinical Fellowships](#)

Posted 07/15/2013: [National Women's Law Center - Fellowship Sponsor Fall 2014](#)

Posted 07/15/2013: [Earthjustice - Fellowship Sponsor](#)

Posted 07/11/2013: [University of Michigan Law School \(Child Advocacy Law Clinic\) - Child Welfare Law and Policy Research Fellow](#)

Posted 07/10/2013: [ACLU of Massachusetts - Fellowship Sponsor](#)

Posted 07/10/2013: [Southeast Louisiana Legal Services - Fellowship Sponsor](#)

Posted 07/08/2013: [Southeast Ohio Legal Services - Equal Justice Works Veterans Legal Corps.](#)

Posted 07/08/2013: [General Electric - R. Michael Gadbaw International Law & Policy Fellowship](#)

Posted 07/08/2013: [Institute of International Education - USAID Democracy Fellows](#)

Posted 07/08/2013: [Center for Democracy and Technology - Full Time Legal and Policy Fellows](#)

Posted 07/08/2013: [University of Arizona, James E. Rogers College of Law - Fellowship in Law Librarianship](#)

Posted 07/03/2013: [ABLE/Legal Aid Society of Cleveland - Equal Justice Works Veterans Legal Corps.](#)

Posted 07/03/2013: [Community Legal Aid Services, Inc. - Equal Justice Works Veterans Legal Corps.](#)

Posted 07/03/2013: [ABLE/Legal Aid Society of Columbus - Equal Justice Works Veterans Legal Corps.](#)

Posted 07/02/2013: [National Women's Law Center - Fall 2013 Fellowship Sponsor](#)

Posted 07/02/2013: [Georgia Legal Services \(Farmworker Rights Division\) - 2014-15 Fellowship Sponsor](#)

Posted 07/02/2013: [Immigrant Defense Project - Fellowship Sponsor](#)

Posted 07/02/2013: [Legal Assistance of Western New York, Bath - Equal Justice Works Veterans Legal Corps.](#)

Posted 07/01/2013: [Legal Assistance of Western New York, Jamestown - Equal Justice Works Veterans Legal Corps.](#)

Posted 07/01/2013: [Legal Assistance of Western New York, Rochester](#) - [Equal Justice Works Veterans Legal Corps.](#)

Posted 07/01/2013: [Mississippi Innocence Project](#) - [Fellow](#)

Posted 07/01/2013: [ABLE/Legal Aid Society of Greater Cincinnati](#) - [Equal Justice Works Veterans Legal Corps.](#)

Posted 06/28/2013: [Mississippi Justice Center](#) - [2014-2016 Fellowship Sponsor](#)

Posted 06/28/2013: [Land of Lincoln Legal Assistance Foundation](#) - [Equal Justice Works Veterans Legal Corps.](#)

Posted 06/28/2013: [Draper Richards Foundation](#) - [Draper Richards Foundation Fellowship](#)

Posted 06/28/2013: [OneJustice/Inner City Law Center, Female Veterans](#) - [Equal Justice Works Veteran Legal Corps](#)

Posted 06/28/2013: [OneJustice/Inner City Law Center, OEF Veterans](#) - [Equal Justice Works Veteran Legal Corps](#)

Posted 06/28/2013: [OneJustice Northern California Justice Bus](#) - [Equal Justice Works Veteran Legal Corps](#)

Posted 06/28/2013: [OneJustice, Southern California Justice Bus](#) - [Equal Justice Works Veteran Legal Corps](#)

Posted 06/26/2013: [Public Law Center](#) - [Equal Justice Works Veterans Legal Corps.](#)

Posted 06/25/2013: [National Women's Law Center \(NWLC\)](#) - [Public Policy Fellowship](#)

Posted 06/21/2013: [Disability Rights Advocates \(DRA\)](#) - [Fellowship Sponsor](#)

Posted 06/21/2013: [Earthjustice](#) - [Pro Bono Fellows](#)

Posted 06/19/2013: [Progressive Change Campaign Committee](#) - [PCCC Fall 2013 Fellowship](#)

Posted 06/18/2013: [National Center for Transgender Equality](#) - [Law Fellow](#)

Posted 06/18/2013: [U.S. Nuclear Regulatory Commission](#) - [2014 Honor Law Graduate Program](#)

Posted 06/17/2013: [Center for New American Security](#) - [Fellow/Senior Fellow](#)

Posted 06/14/2013: [McGill Centre for Human Rights and Legal Pluralism](#) - [O'Brien Fellows in Residence Program](#)

Posted 06/14/2013: [ChangeLab Solutions](#) - [Legal Fellow](#)

Posted 06/14/2013: [Street Vendor Project of the Urban Justice Center](#) - [Street Vendor Project Legal Fellow](#)

Posted 06/13/2013: [American Society of International Law \(ASIL\)](#) - [ASIL International Law Fellow](#)

Posted 06/13/2013: [Bet Tzedek Legal Services](#) - [Legal Services Fellow](#)

Posted 06/13/2013: [Brooklyn Legal Services Corporation A](#) - [Postgraduate Fellowship](#)

Posted 06/13/2013: [Environmental Law & Policy Center](#) - [Associate Attorney/Public Interest Environmental Law Fellow](#)

Posted 06/13/2013: [Surfrider Foundation](#) - [Surfrider Foundation Legal Department Fellowship](#)

Posted 06/12/2013: [Coalition to Abolish Slavery & Trafficking \(CAST\)](#) - [Fellowship Sponsor](#)

Posted 06/12/2013: [Earthjustice](#) - [Environmental Law Fellow \(Sponsor\)](#)

Posted 06/12/2013: [Bazon Center for Mental Health Law](#) - [Fellowship Sponsor](#)

Posted 06/12/2013: [Center for Appellate Litigation](#) - [Appellate Counsel](#)

Posted 06/12/2013: [Lex Mundi Pro Bono Foundation](#) - [Law for Change Fellowship](#)

Posted 06/12/2013: [Permanent Court of Arbitration](#) - [PCA Fellowship Program](#)

Posted 06/11/2013: [Community Legal Services in East Palo Alto](#) - [Post Graduate Fellowships](#)

Posted 06/10/2013: [Service Employees International Union \(SEIU\) Headquarters](#) - [Legal Fellow](#)

Posted 06/07/2013: [Youth Law Center](#) - [Fellowship Sponsor](#)

Posted 06/05/2013: [CASA de Maryland](#) - [Fellowship Sponsor](#)

Posted 06/05/2013: [Day One](#) - [Public Interest Law Fellowship](#)

Posted 06/05/2013: [Education Law Center \(Newark\)](#) - [Fellowship Sponsor](#)

Posted 06/05/2013: [Michigan Society of Fellows](#) - [Postdoctoral Fellowships](#)

Posted 06/04/2013: [ACLU of Alaska](#) - [Fellowship Sponsor](#)

Posted 06/04/2013: [Americans United for Separation of Church and State](#) - [Volunteer Church-State Litigation Fellowship](#)

Posted 05/22/2013: [Health Care For All - Legal Fellow](#)  
Posted 05/21/2013: [ACLU of Illinois - Fellowship Sponsor](#)  
Posted 05/21/2013: [Urban Justice Center \(Iraqi Refugee Assistance Project\) - 2014-'15 Fellowship Sponsorship](#)  
Posted 05/20/2013: [Children at Risk - Equal Justice Works Fellow Sponsorship](#)  
Posted 05/17/2013: [Solidarity Center - International Law Fellow](#)  
Posted 04/30/2013: [New York City Law Department - Post-Grad Fellow w/ 3rd Party Funding](#)  
Posted 04/19/2013: [Environmental Defense Fund - DC - U.S. Climate & Air Legal and Regulatory Advocacy Fellowship](#)  
Posted 04/18/2013: [The Center for Global Development - Senior Fellow/Research Fellow](#)  
Posted 04/15/2013: [Pangea Legal Services - Bridge Fellow](#)  
Posted 04/12/2013: [National Women's Law Center - Education and Employment Fellow](#)  
Posted 04/05/2013: [International Service for Human Rights - Human Rights Defender Fellowship \(Sponsored - Geneva\)](#)  
Posted 04/05/2013: [International Service for Human Rights - Human Rights Defender Fellowship \(Sponsored - New York\)](#)  
Posted 04/01/2013: [Environmental Defense Fund - Legal Fellowship](#)  
Posted 03/21/2013: [American Immigration Council - Legislative Fellow](#)  
Posted 03/08/2013: [Public Law Center - Public Law Center Legal Fellow](#)  
Posted 02/28/2013: [National Women's Law Center - Health Policy Fellow](#)  
Posted 02/28/2013: [Grameen Foundation - Grameen Foundation Fellowship Program](#)  
Posted 02/25/2013: [ACLU Immigrants Rights Project of California - Immigrants Rights Project Detention Fellowship](#)  
Posted 02/25/2013: [ACLU Immigrants Rights Project of New York - Immigrants Rights Project Detention Fellowship](#)  
Posted 02/22/2013: [Center for International Environmental Law - Louis B. Sohn Fellowship in Human Rights & Environment](#)  
Posted 02/22/2013: [Lawyers Without Borders - Fellowship](#)  
Posted 01/23/2013: [Tycko & Zavareei LLP - Tycko & Zavareei Public Interest Fellowship](#)

#### Fall/Spring Deadlines

##### May 2014

5/30/2014: [IRAdvocates - Fellowship Sponsor](#)

05/01/2014: [Loyola University Chicago School of Law - Beazley Institute for Health Law and Policy - LL.M. in Health Law Fellow](#)

##### April 2014

04/18/2014: [New York State Senate: Student Programs Office – Legislative Fellows Program](#)

04/18/2014: [New York State Senate: Student Programs Office – Richard A. Wiebe Public Service Fellowship](#)

4/15/2014: [Borchard Foundation Center on Law and Aging - Borchard Fellowship in Law and Aging](#)

04/01/2014: [Ohio Legislative Service Commission - LSC Legislative Fellowship Program](#)

##### March 2014

03/03/2014: [Georgetown Law - Harrison Institute for Housing and Community Development - Clinical Teaching Fellow](#)

03/01/2014: [The Initiative for the Public Interest at Yale - Public Interest Grants](#)

##### February 2014

02/15/2014: [Columbia Law School - Fellowship in Climate Change Law](#)

02/03/2014: [Institute for International Education - Fulbright Public Policy Fellowships](#)

02/01/2014: [Harvard Law School Islamic Legal Studies Program - Visiting Researcher Fellow](#)

##### January 2014

01/28/2014: [National Security Education Program - Boren Fellowships](#)

01/20/2014: [Murphy Anderson PLLC - George R. Murphy Public Interest Fellowship](#)

01/17/2014: [Council on Foreign Relations - International Affairs Fellowship in Nuclear Security](#)

01/15/2014: [President's Commission on White House Fellowships - White House Fellows Program](#)

01/15/2014: [McGill Centre for Human Rights and Legal Pluralism - O'Brien Fellowship](#)

01/15/2014: [Disability Rights Advocates - DRA Fellowship](#)

01/15/2014: [Temple University School of Law - Freedman Fellowship Program](#)

01/13/2014: [Congressional Hunger Center - Emerson National Hunger Fellows Program](#)

01/13/2014: [University of Pennsylvania Law School - George Sharswood Fellowship](#)

December 2013

12/31/2013: [National Institutes of Health - Bioethics Fellowship](#)

12/15/2013: [Oak Institute - Oak Human Rights Fellowship](#)

12/06/2013: [New York University School of Law - National Center on Philanthropy & the Law \(NCPL\) - Fellowship in Nonprofit Law](#)

12/06/2013: [New York University School of Law - National Center on Philanthropy & the Law \(NCPL\) - Rockefeller Brothers Fund Fellowship](#)

12/03/2013: [Georgetown University Law Center - Staff Attorney/Fellowship](#)

12/02/2013: [Georgetown University Law Center - Federal Legislation and Administrative Clinical Fellow](#)

12/02/2013: [Georgetown University Law Center - Social Enterprise and Nonprofit Clinic Graduate Teaching Fellowship](#)

12/02/2013: [Georgetown University Law Center - Center for Applied Legal Studies Clinical Teaching Fellowship](#)

12/02/2013: [Georgetown University Law Center - Appellate Litigation Clinic Clinical Teaching Fellowship](#)

12/01/2013: [Cultural Vistas - Alfa Fellowship Program](#)

12/01/2013: [Bernabei & Wachtel - Civil Rights Litigation Fellowship](#)

December 2013-Applications Open: [Echoing Green - Fellowship Funding](#)

December 2013-Applications Open: [Open Society Institute - Black Male Achievement Fellowship](#)

November 2013

11/25/2013: [Equal Justice Initiative of Alabama - EJI Legal Fellowship](#)

11/18/2013: [Harvard Law School - Petrie-Flom Center for Health Law Policy, Biotechnology and Bioethics - Petrie-Flom Academic Fellowship](#)

11/13/2013: [Harvard Law School - Climenko Fellows](#)

11/01/2013: [Cultural Vistas - Robert Bosch Foundation Fellowship Program](#)

11/01/2013: [Law Students for Reproductive Justice - Reproductive Justice Fellowship](#)

11/01/2013: [Georgetown University Law Center - E. Barrett Prettyman Fellowship and Stuart Stiller Post-Graduate Fellowship Program](#)

11/01/2013: [Georgetown University Law School - Domestic Violence Clinical Fellowship](#)

11/01/2013: [Georgetown University Law Center - Street Law Clinical Fellowship](#)

11/01/2013: [Columbia Law School Center for Reproductive Rights - Legislative Fellow, United Columbia/CFRR Fellowship](#)

11/01/2013: [Neufeld Scheck & Brustin, LLP - The Cochran Fellowship](#)

11/01/2013: [Fried Frank Harris Shriver & Jacobson - Fried Frank Fellowship Program](#)

11/01/2013: [Americans United for Separation of Church and State - Constitutional Litigation Fellowship](#)

October 2013

10/31/2013: [Council on Foreign Relations - International Affairs Fellowship](#)

10/31/2013: [Council on Foreign Relations - International Affairs Fellowship in Japan](#)

10/31/2013: [Council on Foreign Relations - International Affairs Fellowship in South Korea](#)

10/31/2013: [Alliance for Justice - Dorot Fellowship](#)

10/28/2013: [Equal Rights Advocates - Ruth Chance Law Fellow](#)

10/23/2013: [Open Society Institute](#) - [Soros Justice Fellowships](#)  
10/19/2013: [Public Justice Center](#) - [Murnaghan Appellate Advocacy Fellowship](#)  
10/18/2013: [Business & Professional People for the Public Interest](#) - [Polikoff-Gautreaux Fellow](#)  
10/16/2013: [Human Rights Watch](#) - [Finberg Fellowship](#)  
10/15/2013: [Tahirih Justice Center](#) - [Fellowship Sponsor Spring 2014](#)  
10/15/2013: [Gates Cambridge Scholarship](#) - [Gates Cambridge Scholarship](#)  
10/11/2013: [U.S. Department of Labor](#) - [Office of the Solicitor Honors Program](#)  
10/04/2013: [AEquitas: The Prosecutors' Resource on Violence Against Women](#) - [Fellowship Sponsor](#)  
10/01/2013: [Juvenile Law Center](#) - [Zubrow Fellowship](#)  
10/01/2013: [Equal Justice Society](#) - [Judge Constance Baker Motley Civil Rights Fellowship](#)  
10/01/2013: [Woodrow Wilson International Center for Scholars](#) - [Research and Policy Fellowships](#)  
10/01/2013: [Harvard University](#) - [Radcliffe Institute for Advanced Study](#) - [2013-2014 Radcliffe Institute Fellowship](#)

#### September 2013

09/30/2013: [Federal Deposit Insurance Corporation](#) - [Attorney Honors Program](#)  
09/30/2013: [U.S. Department of Housing and Urban Development](#) - [Legal Honors Program](#)  
09/20/2013: [Society for Conservation Biology](#) - [David H. Smith Conservation Research Fellowship](#)  
09/17/2013: [Equal Justice Works](#) - [Equal Justice Works Fellowship](#)  
09/16/2013: [Shute, Mihaly & Weinberger LLP](#) - [Post-Graduate Fellowship](#)  
09/15/2013: [Department of Homeland Security](#) - [Office of the General Counsel](#) - [Honors Attorney](#)  
09/15/2013: [Alexander Von Humboldt Foundation](#) - [German Chancellor Fellowship Program](#)  
09/13/2013: [Massachusetts Attorney General's Office](#) - [Attorney General's Office Fellowship Program](#)  
09/06/2013: [United States Institute of Peace](#) - [2014-2015 Jennings Randolph Program for International Peace Senior Fellowship](#)  
09/03/2013: [U.S. Department of Justice](#) - [Attorney General Honors Program](#)  
09/02/2013: [Public Defender Association Racial Disparity Project](#) - [Public Interest Law Fellow \(Sponsor\)](#)  
09/02/2013: [American Academy in Berlin](#) - [Berlin Prize Fellowship](#)  
09/01/2013: [State University of New York \(SUNY Albany\)](#) - [Center for Women in Government and Civil Society](#) - [2014 Women and Public Policy Fellowship Program](#)  
09/01/2013: [Social Science Research Council](#) - [Abe Fellowship Program](#)  
09/01/2013: [U.S. Department of Justice](#) - [Office of the Solicitor General](#) - [Bristow Fellowship](#)  
09/01/2013: [Northern Virginia Capital Defender Office](#) - [Post-Grad Public Service Law Fellow \(3rd Party Funding\)](#)

#### August 2013

08/31/2013: [Nueva Luz Urban Resource Center](#) - [Fellowship Sponsor](#)  
08/30/2013: [U.S. Department of Transportation](#) - [Honors Attorney Program](#)  
08/30/2013: [National Center for Law and Economic Justice](#) - [2014 Fellowship Sponsor](#)  
08/29/2013: [International Institute of the Bay Area \(Oakland Office\)](#) - [Immigrant Survivors of Crime Fellowship Sponsor](#)  
08/26/2013: [Asian American Legal Defense and Education Fund](#) - [Skadden & EJW Fellowship Sponsor](#)  
08/25/2013: [Seattle University School of Law](#) - [Bristol Bay Native Association Fellowship](#)  
08/23/2013: [Start Small Think Big](#) - [EJW Fellowship Sponsor](#)  
08/23/2013: [Earthjustice](#) - [Fellowship Sponsor](#)  
08/18/2013: [Neighborhood Defender Service of Harlem](#) - [Post Graduate Fellowship \(Fall\)](#)  
08/16/2013: [Children's Law Center of Massachusetts](#) - [Fellowship Sponsor](#)  
08/15/2013: [Partnership for Children's Rights](#) - [Fellowship Sponsor](#)  
08/14/2013: [Greater Boston Legal Services](#) - [Fellowship Sponsor](#)

08/12/2013: [Inner City Law Center - Fellowship Sponsor](#)  
08/10/2013: [Children's Rights, Inc. - Fellowship Sponsor](#)  
08/05/2013: [West Virginia College of Law Center for Energy and Sustainable Development - Fellow for Energy and Environmental Law and Policy](#)  
08/05/2013: [Make the Road New York - 2014-2016 Fellowship Sponsor](#)  
08/02/2013: [OneJustice - Fellowship Sponsor](#)  
08/02/2013: [Asian American Center for Advancing Justice \(Advancing Justice-Chicago\) - Fellowship Sponsor](#)  
08/01/2013: [Tahirih Justice Center - Fellowship Sponsor Fall 2013](#)  
08/01/2013: [ACLU \(National Headquarters\) - Lesbian, Gay, Bisexual, Transgender and AIDS Project Fellowship Sponsor](#)  
08/01/2013: [Open Society Institute - Open Society Fellowship](#)  
08/01/2013: [Education Law Center \(PA\) - Post-Graduate Fellowship Sponsor](#)

*Past Deadlines: Use this section to get an idea of when deadlines are, and get a head start on planning your applications for the upcoming summer/fall season!*

#### July 2013

07/31/2013: [Pine Tree Legal Assistance - John T. Gorman Foundation Fellowship with KIDS Legal](#)  
07/31/2013: [Legal Aid Society of Greater Cincinnati - EJW/Americorps Attorney Fellow](#)  
07/31/2013: [Legal Services of Northern California - Fellowship Sponsor](#)  
07/31/2013: [Philadelphia Legal Assistance - Fellowship Sponsor](#)  
07/30/2013: [Native Hawaiian Legal Corporation - Skadden Fellow](#)  
07/26/2013: [Farmworker Justice - Fellowship Sponsor](#)  
07/26/2013: [Latino Justice PRLDEF - Fellowship Sponsor](#)  
07/24/2013: [Chicago Legal Advocacy for Incarcerated Mothers - Fellowship Sponsor](#)  
07/22/2013: [Northwest Justice Project - EJW Veterans Legal Corps. Fellow](#)  
07/22/2013: [National Juvenile Defender Center - EJW Fellowship Sponsor](#)  
07/22/2013: [Benjamin N. Cardozo School of Law - Telford Taylor International Human Rights Clinical Teaching Fellow](#)  
07/22/2013: [Disability Rights Education and Defense Fund - Fellowship Sponsor](#)  
07/19/2013: [Partnership for Public Service - Public Service Fellows](#)  
07/19/2013: [Centro Legal de la Raza - Legal Services Fellow](#)  
07/19/2013: [Legal Aid Society of Cleveland - Americorps Legal Fellow](#)  
07/18/2013: [New York Lawyers for the Public Interest - 2014 Post Graduate Fellowship Opportunities](#)  
07/15/2013: [Tahirih Justice Center - Public Policy Project/Forced Marriage Initiative](#)  
07/15/2013: [New York Civil Liberties Union \(NYCLU\) - 2014 Fellowship Sponsor](#)  
07/15/2013: [Mental Health Advocacy Services - Post Graduate Fellowship Opportunities](#)  
07/15/2013: [Legal Aid Foundation of Los Angeles - Fellow](#)  
07/15/2013: [Brooklyn Defender Services - Post Graduate Law Fellow](#)  
07/15/2013: [University of California Hastings College of Law - Center for Gender and Refugee Studies - Refugee and Human Rights Fellow](#)  
07/15/2013: [Progressive Change Campaign Committee - PCCC Fall 2013 Fellowship](#)  
07/15/2013: [Southern Poverty Law Center \(SPLC\) - Fellowship Sponsorship](#)  
07/15/2013: [Housing Conservation Coordinators, Inc. - 2014-2016 Skadden/Equal Justice Works Fellowship](#)  
07/12/2013: [Legal Aid Society - Administrative Office - Fellowship Sponsor](#)  
07/12/2013: [Community Service Society of New York- Post Graduate Legal Fellow](#)  
07/10/2013: [Equal Rights Advocates - Post Graduate Fellowships](#)  
07/10/2013: [ACLU of Illinois - RBF Fellowship Initiative](#)  
07/08/2013: [Lawyer's Committee for Civil Right Under Law - DC - 2014-2015 George N. Lindsay Civil Rights Legal Fellowship](#)



07/08/2013: [ACLU of Idaho - 2014 Fellow Sponsorship](#)  
07/05/2013: [National Center for Youth Law - Post-Graduate Fellow Sponsorship](#)  
07/01/2013: [Community Legal Services, Inc. - Philadelphia - 2013 Fellowship](#)  
June 2013  
06/30/2013: [MFY Legal Services, Inc. - 2014 Postgraduate Fellowship Sponsor](#)  
06/30/2013: [Lenox Hill Neighborhood House - 2014 Postgraduate Fellowship Sponsor](#)  
06/28/2013: [Volunteer Lawyers for the Arts - Legal Fellows w/ 3rd Party Funding](#)  
06/21/2013: [Center for Popular Democracy - Post-Grad Public Interest Fellowship Sponsor](#)  
06/17/2013: [Legal Aid Society \(Employment Law Center\) - Skadden Fellow Sponsorship](#)  
06/15/2013: [Bay Area Legal Aid - Post-Grad Fellow Sponsorship](#)  
06/12/2013: [George Washington University Law School - Friedman Clinical Fellowship Program](#)  
06/10/2013: [U.S. Department of Justice \(Office for Victims of Crime\) - Victim Assistance Professional Development Fellowship Program](#)  
06/10/2013: [Asian Pacific American Legal Center \(APALC\) - 2014 Fellowship Sponsor](#)  
06/07/2013: [The Door Legal Services Center - 2014 Fellowship Sponsor](#)  
May 2013  
05/31/2013: [Legal Aid of Arkansas - Justice for Arkansas Americorps Attorney](#)  
05/24/2013: [AVON Global Center for Women & Justice at Cornell Law School - 2013 - 14 Women and Justice Fellowship](#)  
05/13/2013: [Neighborhood Defender Service of Harlem - Post Graduate Fellowship \(Spring\)](#)  
  
05/15/2013: [International Justice Resource Center - International Human Rights Law Fellow \(Sponsor\)](#)  
05/15/2013: [ACLU of Illinois - Civil Liberties Fellowship](#)  
05/10/2013: [International Service for Human Rights - Human Rights Defenders Fellowship](#)  
05/03/2013: [UCLA School of Law - Fellowship in Environmental Law & Policy](#)  
05/01/2013: [The Connecticut Veterans Legal Center - Public Engagement Fellow \(Veterans Recovery VISTA Team\)](#)  
April 2013  
04/30/2013: [Appellate Advocates - Two-Year Staff Attorney Fellowship](#)  
04/30/2013: [Georgetown Law Clinical Programs & Graduate Teaching Fellowships - Federal Legislative & Administrative Clinical Fellow](#)  
04/15/2013: [Building Excellent Schools - Building Excellent Schools Fellowship](#)  
04/15/2013: [Neighborhood Legal Services of Los Angeles County - Two-Year Fellowship](#)  
04/12/2013: [Yale Law School's Jerome N. Frank Legal Services Organization - Ludwig Clinical Fellowship](#)  
04/12/2013: [Yale Law School's Jerome N. Frank Legal Services Organization - Robert M. Cover Fellowship](#)  
04/12/2013: [State of New York - Empire State Fellows Program](#)  
04/08/2013: [Legal Aid Society of Minneapolis - Jerry Lane Fellowship](#)  
04/05/2013: [University of Arizona, James E. Rogers College of Law - Bacon Immigration Law and Policy Program Fellowship](#)  
04/05/2013: [Chicago Bar Foundation - Justice Entrepreneurs Project](#)  
04/05/2013: [Kentucky Equal Justice Center - Health Law Fellow](#)  
04/04/2013: [Stanford Law School Center for Internet & Society - Intermediary Liability Fellowship](#)  
04/02/2013: [Pride Law Fund - Tom Steel Post-Graduate Fellowship](#)  
04/01/2013: [Public Interest Law Initiative \(PILI\) - PILI Graduate Fellowship Program](#)  
04/01/2013: [Georgetown University Law Center's Harrison Institute - Clinical Teaching Fellowship, Housing & Community Development Clinic](#)  
04/01/2013: [University of Massachusetts School of Law \(Dartmouth\) - Immigration Clinic Law Fellow](#)  
March 2013  
03/29/2013: [The Johns Hopkins Health System - Legal Fellow](#)

03/15/2013: [Los Angeles Waterkeeper - Law Fellow](#)

03/08/2013: [National Senior Citizens Law Center \(Oakland\) - Law & Aging Fellowship](#)

03/01/2013: [Gilder Lehrman Center \(Yale\) - Human Trafficking & Modern Day Slavery Fellowship](#)

03/01/2013: [Vermont Law School - Center for Agriculture and Food Systems Fellowship](#)

The Fellowships list on <http://www.psjd.org> is updated frequently, and many organizations have the same deadlines annually. The above list gives you an idea of the variety and timing range. Be sure to consult early with your Legal Career Services advisor about pursuing post-graduate fellowship applications.

## Judicial Clerkships

Georgia Law has one of the highest federal clerkship placement rates in the nation and has a wealth of resources to help students in getting placed with judges across the country. Everything you need to get your clerkship application process underway is available online: <http://law.uga.edu/judicial-clerkships>

Clerkships, like fellowships, require advance planning. Information sessions are held for 2Ls to give them an overview of guidelines and timelines. Aim to have a writing sample and 2-4 professors or professional references that you can approach for recommendations by the spring of your second year.

## Applying for Full-Time Positions

As with summer opportunities, you can find full-time public interest opportunities through interview programs, career fairs, Symplicity, employer websites, and other online job-finding tools. To make the most of your job search, you must network. Maintain communication with past employers and externship host sites to learn about openings and seek out professionals in your desired field for informational interviews.

You should also use your personal contacts in the legal field to learn salary ranges for the positions you seek. With federal government jobs, employers follow a set pay scale that uses variables such as work experience, honors, level of education, and region to determine your pay. For other public interest employers, however, pay can be highly variable. Just because you're not in it for money doesn't mean you shouldn't be appropriately compensated for your work in line with industry averages.

## LCS AND NALP POLICIES

Please review the LCS policies prior to registering for interview programs. Students and alumni utilizing any LCS services are responsible for knowing and following LCS policies. They are available online at:

<http://www.law.uga.edu/lcs-and-nalp-policies>

## ADDITIONAL RESOURCES

### **Career Resources Libraries (Highly Recommended)**

PSJD Career Central

[http://www.psjd.org/search\\_resources?CategoryID=1](http://www.psjd.org/search_resources?CategoryID=1)

Yale Public Interest Career Guides

<http://www.law.yale.edu/studentlife/CDOGuides.htm>

Harvard Specialty Guides & Cheap Living Handbooks

<http://www.law.harvard.edu/current/careers/opia/toolkit/guides/career-and-specialty-guides.html>

### **Career-Specific Guides**

LGBT Advocacy

<http://www.law.harvard.edu/current/careers/opia/toolkit/guides/documents/guide-lgbt.pdf>

Immigration and Refugee Advocacy

<http://www.law.harvard.edu/current/careers/opia/toolkit/guides/documents/guide-immigration.pdf>

Prosecutorial Work

[http://www.law.uga.edu/sites/default/files/u1591/Pros\\_Career\\_Resource\\_Guide\\_11-12.pdf](http://www.law.uga.edu/sites/default/files/u1591/Pros_Career_Resource_Guide_11-12.pdf)

Public Defender

[http://www.PSJD.org/uploads/Public\\_Defender\\_Handbook--\\_PUBLIC\\_VERSION\\_CURRENT.pdf](http://www.PSJD.org/uploads/Public_Defender_Handbook--_PUBLIC_VERSION_CURRENT.pdf)

<http://www.law.harvard.edu/current/careers/oldopia/planning/career-resources/docs/publicdefenderguide2010.pdf>

### **Résumés**

List of actions words:

<http://www.law.harvard.edu/current/careers/opia/toolkit/resumes/action-verbs.html>

### **Cover Letters**

Guides and samples:

<http://www.law.berkeley.edu/1147.htm>

<http://www.law.harvard.edu/current/careers/opia/toolkit/cover-letters/landing-page.html>

<http://www.law.duke.edu/career/profdev/coverletter>

### **Funding**

<http://law.du.edu/images/uploads/fellowshipInfo.pdf>

<http://www.psjd.org/resource?ResourceID=40>

### **Postgraduate Fellowships**

[http://www.law.yale.edu/documents/pdf/CDO\\_Public/Final\\_Public\\_Fellowships\\_Vol\\_1.pdf](http://www.law.yale.edu/documents/pdf/CDO_Public/Final_Public_Fellowships_Vol_1.pdf)  
[http://www.PSJD.org/uploads/WCL - Guide to Postgraduate Legal Fellowship Programs.pdf](http://www.PSJD.org/uploads/WCL_-_Guide_to_Postgraduate_Legal_Fellowship_Programs.pdf)  
[http://www.psjd.org/search\\_resources?CategoryID=3](http://www.psjd.org/search_resources?CategoryID=3)  
<http://www.equaljusticeworks.org/programs/fellowships>  
<http://www.skaddenfellowships.org/>  
<http://www.soros.org/grants/justice-initiative-fellows-program>

**Public Interest Job Search Sites**

<http://www.psjd.org/>  
<http://www.idealists.org>  
<http://www.nlada.org/jobop.htm> (Public Defender)  
<http://www.law.arizona.edu/career/honorshandbook.cfm> (Federal Government)  
<http://www.usajobs.gov> (Federal Government)