

## TYPICAL 1L SUMMER POSITIONS

**Judicial Internship** Students who are interested in litigation should consider volunteering full or part-time for a state or federal judge. This is a great opportunity to learn about the inner workings of the court system, and to observe trials first-hand. You usually get an opportunity to write memos to the judge with the judge's clerk supervising you, and you will get to see good and bad briefs and good and bad oral arguments. You may even meet attorneys to whom you would like to apply for a job the following summer. Some positions are part-time, but many federal judges require their interns to work full-time. Applying can be as simple as mailing your resume with a cover letter to the chambers of the judges where you would like to work. Interviews may be conducted. Career Services maintains lists of both state and federal judges. These positions will be almost strictly volunteer, but work study financial aid may be available if you are eligible.

**Prosecutor, District Attorney, U.S. Attorney and Public Defender** These offices are responsible for prosecuting and defending persons accused of crimes at the municipal, state and federal level. 1L interns assist attorneys in preparing for trial, which may include interviewing or prepping witnesses or defendants, writing and researching memos on legal issues, sitting "second chair" on trials, preparing paperwork for court, and discussing cases with attorneys and detectives. Applying for these positions generally involves calling or stopping in at the office of your choice, mailing or dropping off a resume, and perhaps interviewing for positions. Most of these offices do not pay and can be full or part-time; some may be eligible for federal work study funding.

**Public Interest Legal Organization** These non-profit organizations are generally involved in advocating for a specific cause or population through legislation, lobbying or directly assisting individual clients or groups. Legal Services, ACLU, Women's Law Project, Gay & Lesbian Rights, Homeless Advocacy, Friends of Farmworkers, and the Community Health Law Project are some of the organizations involved in public interest law. Summer interns may be trained to conduct intake interviews with clients, perform legal research and writing on specific issues, attend hearings or trials with attorneys, complete paperwork for cases, and assist attorneys in preparing for trials. Students may apply directly to these organizations, meet attorneys through conferences or pro bono training programs, or apply through job fairs such as the PIPS (Public Interest/Public Service) Job Fair. Some organizations have funding for summer positions, some may pay through work/study, while others are strictly volunteer. Full and part-time opportunities are available. Career Services, and the Pro Bono Program, have resources with contact information for public interest organizations nationwide.

**Attorney General, U.S. Attorney, City Solicitor, County Counsel, and other federal, state, county, or local government agencies with attorneys** These offices handle civil cases for governments. Cases may include employment, environmental, insurance, personal injury, tax equity, school funding, labor, community development, regulatory, and business issues, to name a few. Summer interns generally conduct research and do writing assignments relating to the area of law in which the government agency works. They also may attend hearings or trials, sit in on discovery or interviews, or go to meetings with their supervising attorneys. Students who

are interested in specific agencies generally should contact the branch or main office in which they have an interest, and then either mail or drop off a resume and cover letter to apply for the position. Following up on your application greatly improves success rates. Interviews are usually required. Career Services has directories and handouts that list main and regional offices for various levels of government nationwide. The majority of these positions will be volunteer or may be work study eligible, and may be full or part-time.

**Law Professor** Many professors hire research assistants to help them with legal research for conferences, legal publications or books that they are writing. 1L assistants usually meet with the professor periodically and then conduct research. They then either hand over their raw research, or discuss it with the professor, or draft a memo of findings. Some students may even develop writing samples through these experiences. This is a great opportunity to get to know a professor on a personal level, which may come in handy for recommendations in the future. Students can approach professors that they admire directly about opportunities or apply for advertised positions with a resume and letter. Most positions pay, but some may require work study funding. Both full and part time positions are available.

**Medium-sized & Small Law Firm** These make up the vast majority of all law firms, and many students and alumni work for small firms. Some are progressive, some traditional. Many positions involve multiple practice areas, although some firms concentrate on specific practice areas. These jobs offer hands-on experience, generally a good salary, and an opportunity to develop strong lawyering skills. 1L law clerks will generally conduct legal research and writing assignments. They may discuss their research with attorneys, and may have an opportunity to attend hearings, client meetings or trials. (You should apply early spring into summer for summer positions. While some firms may hire for summer positions as early as the proceeding fall or winter, most will hire in early spring and on into the summer for summer positions). Some list positions when they have a need, some only hire people they know. They advertise in our on-line job listings, may participate in spring on-campus recruiting, and often seek referrals from students, staff and faculty. Students may also apply through targeted mailings, informational interviews, creative contacts, or local bar associations. Almost all pay, unless you are just observing, and full and part-time opportunities are available. They are somewhat more difficult to obtain as a 1L, but easier to get later in the semester after 2Ls have stopped looking.

**Large Law Firm** These firms have the greatest visibility and receive the majority of press attention. They are considered to be prestigious and very structured and are good places to develop strong lawyering, and research and writing skills. They tend to pay well but may not allow students to get much client contact and also require long hours. Large firms tend to have a broad range of legal practice areas. 1Ls typically conduct research and writing assignments for different departments. They also may get to attend client meetings or trials, but will spend the majority of their time in the office doing legal research and writing. Large firms have strict hiring criteria: grades and writing credentials are very important. A few look at additional criteria, including experience, minority status, and additional qualifications. 1Ls should apply in January for these very limited opportunities. You should try to develop contacts at the firms to learn about openings, and use targeted mailings for outside of the geographic area. 1Ls also may consider applying to these firms for a temporary paralegal position for the summer, in order to make contacts and get an inside perspective on firms for the following summer. Paralegal

positions are paid, although not as much as 1L summer associate positions, but are easier to obtain.

**In-House Counsel at corporations, hospitals, non-profit organizations, and small businesses**

Some have large legal departments (technology, banking, insurance) which may be departmentalized; others, even major corporations, have smaller (5 -20 attorneys) departments. 1L interns typically will conduct legal research and writing assignments, but also may attend company meetings or meet with outside counsel. Some companies hire students for the summer, but they may require full-time hires to have two or more years of law firm experience. Students with prior corporate professional experience may forego this requirement, depending on the company. Very few advertise, so apply directly, conduct informational interviews, and contact previous employers. Print directories are available in Career Services. Jobs should be paying, and full and part-time positions are available, but are fairly limited and difficult to obtain.

**Summer Study Abroad** Many students choose to study abroad after their first year of law school in order to travel, meet other law students, and get a head start on upper class credits. This option is expensive and may require private loans to fund, but this may be your last opportunity to travel before beginning your legal career. Resources and directories are available in Career Services and online. Some programs offer legal work experience as part of the program, which are unpaid.

**Non-Legal Position** It is not crucial that you have a legal job during the summer after your first year. If you just want to lifeguard at the shore, or if you need to bartend to make enough money to pay your bills, legal employers generally do not view such decisions negatively. Nevertheless, if you have no legal experience, or do not plan to use any previous career experience in the law, then finding at least a part-time legal position is strongly recommended. Not working in the law this summer will not severely restrict future options in the law, however, finding a legal job may assist you in pursuing future career options. If money is a factor, consider volunteering part-time to supplement a part or full time non-legal paid job.