

**U.S. DEPARTMENT OF JUSTICE
CIVIL DIVISION
THIRTY OR MORE VOLUNTEER LEGAL INTERN POSITIONS**

The Civil Division, U.S. Department of Justice, represents the United States, its departments and agencies, Members of Congress, Cabinet Officers and other federal employees in a wide range of civil litigation that spans the spectrum of government activities. Each year, Division attorneys handle thousands of cases that collectively involve billions of dollars in claims and recoveries, as well as significant policy and constitutional issues. Outside of the U.S. Attorneys' Offices, the Civil Division is the largest legal division within the Department, employing 1100 attorneys and support staff throughout six litigating branches.

- POSITION LOCATION(S):** Washington, D.C., New York City and San Francisco
The majority of internships are located in Washington, D.C.
- QUALIFICATIONS:** First-year (second semester), and second-year law students.
- DATE POSITION(S) AVAILABLE:** Fall Semester (September - December)
Spring Semester (January - May)
Summer (June - August)
- ASSIGNMENTS:** Interns research, write and develop draft motions, briefs and discovery; attend depositions, moot court and oral arguments; and assist attorneys in all phases of trial preparation and at trial.
- SALARY:** Volunteer (without compensation).
- APPLICATION PROCEDURES:** Please submit a cover letter (with dates available and preferred location(s)), resume, law school transcript (official or unofficial), and a brief writing sample (no more than 5 pages) to:

Civil.personnel@usdoj.gov (Submission via email is highly preferred. If you apply via e-mail, you do not need to mail or fax another copy of your application.)

U.S. Department of Justice
Civil Division, Personnel Management Branch
P.O. Box 14660, Ben Franklin Station
Washington, D.C. 20044-4660
Attn: Meghan Killiany, Internship Coordinator
Telephone: (202) 307-0261
Fax: (202) 514-7968
- APPLICATION DEADLINE:** Open until filled. The majority of summer internships will be filled by April 15, 2005.
- WEB SITE:** www.usdoj.gov/civil/home.html

The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer.