

**U.S. TRUSTEE PROGRAM**  
**U.S. DEPARTMENT OF JUSTICE**  
20 Massachusetts Avenue, N.W., Room 8214  
Washington, D.C. 20530  
ATTN: Karen D.C. Schoultz, Assistant Human Resources Officer  
Telephone: (202) 616-1007  
Fax: (202) 616-1192

The U.S. Trustee Program seeks to protect the integrity and promote the efficiency of the Federal bankruptcy system. To further the public interest in the just, speedy and economical resolution of cases filed under the Bankruptcy Code, the Program enforces the bankruptcy laws by identifying abuses by debtors, attorneys, creditors and others, and taking civil actions to remedy such abuses. It also monitors the conduct of bankruptcy parties and private estate trustees, oversees related administrative functions, and acts to ensure compliance with applicable laws and procedures. It also identifies and helps investigate criminal activity in the bankruptcy system in coordination with the United States Attorneys, the Federal Bureau of Investigation, and other law enforcement agencies.

**Projected No. of Volunteers:** 15 - 20

**Internship Location(s):** Field offices nationwide, (see Section III of this booklet) and the Executive Office for United States Trustees (EOUST) in Washington, D.C.

**Application Materials:** Resume, writing sample, and transcript (official or unofficial)

**Qualifications:** First-year (second semester) and second-year law students. Superior research and writing skills, an eye for detail, a desire to work as part of a small team of professionals, and a commitment to fairness and integrity in the administration of the bankruptcy laws are essential. Excellent opportunity for students with a background and interest in policy making, bankruptcy, administrative law, and legislative matters.

**Application Deadline:** Internships are filled as applications are received

**Minimum Weeks Required:** 8 weeks

**Salary:** Volunteer (without compensation) or work-study credit only

**Assignments:** Field Office: Assist field office attorneys in: preparing for bankruptcy court appearances, developing bankruptcy fraud referrals, screening cases for debtor abuse of the Bankruptcy Code and filing motions to dismiss cases, reviewing documents in Chapter 11 cases and filing motions and objections in such cases, and monitoring Section 341 meetings between debtors and creditors.

Washington, D.C.: Assist EOUST Office of General Counsel (OGC) and Civil Enforcement Unit attorneys in preparing litigation and appeals, providing advice on litigation matters to the field, interpreting the new Bankruptcy Abuse Prevention and Consumer Protection Act of 2005, responding to Congressional inquiries, and other duties relating to policy and administration.

**Web Site:** [www.usdoj.gov/ust](http://www.usdoj.gov/ust)