



U.S. Department of Justice

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UNITED STATES ATTORNEY'S OFFICE DISTRICT OF MARYLAND

The United States Attorney's Office for the District of Maryland (which encompasses the entire state of Maryland) is one of 94 such offices in the United States. The Office has a total complement of approximately 70 attorneys. The Office is divided into a Northern Division consisting of approximately 55 attorneys, who are based in Baltimore, Maryland and a Southern Division consisting of approximately 15 attorneys, who are based in Greenbelt, Maryland, in suburban Prince George's County just outside of Washington, D.C.

The substantive work of the Office generally includes investigating alleged criminal conduct; preparing and presenting indictments to federal grand juries; defending government agencies in civil litigation; preparing and litigating affirmative civil actions to enforce federal law; trials of both criminal cases brought by the Government and civil cases in which the Government may be either a plaintiff or defendant; and handling appeals to the United States Court of Appeals for the Fourth Circuit. Each Assistant U.S. Attorney normally handles a case from intake or case initiation, through the grand jury or civil discovery phase, and then on through trial and any appeal to the circuit court. The Solicitor's Office in the Department of Justice handles all Supreme Court appeals.

The Office has a proud tradition. It first made its national reputation with a series of public corruption prosecutions during the 1970s, including the prosecution of sitting Vice-President Spiro T. Agnew on bribery charges (culminating in his resignation), and then-Maryland Governor Marvin Mandel on mail fraud charges. In more recent years, the office has made its mark with prosecuting the central figure in the \$691 million AllFirst financial trading scandal; inner-city narcotics trafficking gangs; the director of the Treasury Department's Office of Asset Forfeiture; a doctor prescribing the diet drug Phen Phen over the Internet for illnesses ranging from AIDS to Gulf War Syndrome; a drug dealer previously acquitted in state court for the murder of a Baltimore police officer during a high speed chase; and is a national pioneer in environmental prosecutions, particularly those involving the draining and filling of wetlands.

The Office boasts a distinguished roster of alumni, including Benjamin Civiletti, U.S. Attorney General during the second half of the Carter administration; former Maryland Attorney General Stephen Sachs; former Baltimore Mayor Kurt Schmoke; and Federal District Court Judges Norman Ramsey, Herbert Murray, John Hargrove, Walter Black, J. Frederick Motz, Andre M. Davis, Catherine Blake, Richard D. Bennett, and William Quarles.

The Law Clerk Program

The United States Attorney for the District of Maryland will hire 8-10 law students to serve as volunteer law clerks during the summer in our Northern Division, which is based across the street from the federal courthouse in Baltimore. We will hire 3-4 volunteer law clerks each summer for our Southern Division, based in the federal courthouse in Greenbelt. During the spring and fall school terms, we will employ 2-4 law clerks in each office. Please note that we are not able to pay any salary to law clerks, who serve on a volunteer basis. However, students from the University of Maryland and the University of Baltimore may be eligible for federal work study, depending on the availability of funding, and students from other universities often receive public service grants from their schools. Applications from both first year and second year students will be considered for the summer, and any law student may apply for a clerkship during the school year. The office attempts to hire from a variety of law schools. Students from Yale, NYU, the University of Virginia, Washington University in St. Louis, the University of Baltimore, Catholic University, and Lewis & Clark participated in the program last summer.

Law clerks are not assigned to particular attorneys. Instead, the attorney in charge of the clerkship program distributes assignments based on the interests of the clerks and the needs of the office in an effort to expose each clerk to a variety of substantive matters. Clerks who develop good working relationships with particular Assistant U.S. Attorneys or find themselves interested in a specific subject are invited to request assignments with the same attorneys or in the same general subject area. In the past, clerks have tended to concentrate on either criminal or civil matters, but there is ample opportunity to work on both types of cases.

The office gives its clerks substantive legal assignments. In the past, clerks have written Fourth Circuit briefs, memoranda of law for motion hearings, responses to habeas corpus petitions, motions for summary judgment, sentencing memoranda, and advisory memoranda on cutting-edge legal issues. Tasks from last summer included writing an appellate brief supporting the admission of a defendant's voluntary statements made while in custody in a bank robbery case; attending a settlement hearing for a sexual harassment case; preparing a memorandum for a motion in limine; researching the admissibility of expert testimony in a murder-for-hire trial; drafting a memorandum on evidentiary rules for a drug case; researching whether the federal government has standing to raise a cause of action against negligent gun retailers; responding to a petition for habeas corpus claiming ineffective assistance of counsel; developing an evidence list from photographs of a searched elementary school; and working with the U.S. Attorney to write a brief history of the Maryland U.S. Attorney's Office for the office's official website. The office encourages each clerk to develop at least one, if not several, writing samples for future use.

The office also attempts to ensure that all students are afforded extensive opportunities to witness depositions, motion hearings, trials, and on occasion, appellate arguments. The Southern Division Office is located in the U.S. Courthouse for its division and the Northern Division Office is across the street from the U.S. Courthouse for its division, making it easy for law clerks to sit in on interesting court proceedings as their schedules permit. The Office tries to assign each law clerk to a case that is scheduled to go to trial during the summer, so that clerk will have the opportunity to observe one trial in its entirety. In addition, the Office organizes a series of programs specifically for the law clerks. Last summer's events included shooting various weapons, including a sniper rifle, at a police firing range, a trip to the FBI training facility at Quantico, and a tour of the Immigration and Customs Enforcement Forensic Documents Lab. Speakers included Fourth Circuit Judge Diana Motz, District Judge and former U.S. Attorney Richard Bennett, former Maryland Attorney General and former U.S. Attorney Stephen Sachs, Federal Public Defender James Wyda, and Tim Sullivan (defense attorney who argued before the Supreme Court).

Applications

Interested applicants should submit a resume, law school transcript, writing sample, and list of references. You must be a US citizen. You do not need to submit the standard Federal SF 171 "Application for Employment" form. Applications should be submitted to the following attorneys:

Northern Division (Baltimore)

Bonnie S. Greenberg
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or Michael Hanlon
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Southern Division (Greenbelt)

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Application Deadlines

Fall Program (2007): This Office will accept resumes for the Fall Program from March 1 to May 15. Students who are selected must submit a completed security application package by June 15. The program will normally begin on the Monday after Labor Day.

Spring Program (2008): This Office will accept resumes for the Spring Program from September 1 to October 19. Students who are selected must submit a completed security application package by November 1. The program will normally begin in mid-January.

Summer Program (2008): This Office will accept resumes for the Summer Program from September 1 until February 1. First year students will not be considered until eligible under NALP's Principles and Standards. Early offers may be made before the end of the application period. Students who are selected must submit a completed security application package by February 29. The program will normally begin on the first Monday in June.

All applicants must undergo a basic background check by the FBI that takes approximately 10 weeks. All offers of employment are contingent upon satisfactory completion of this background investigation and the current school year requirements.