



## EXTERNSHIP DESCRIPTIONS

Not all externships are available every semester. Please check with Amanda Bynum [abynum@email.arizona.edu](mailto:abynum@email.arizona.edu) for more information and current availability. Students interested in externships at agencies not listed above should speak with Ms. Bynum about the process for having externships approved.

<u>ACLU of Arizona</u> Tucson/Phx		
Credits: OPEN	Max students: OPEN	Available: Fall, Spring, Post-Feb bar, Summer NOTE: Not available in Tucson Spring 2018
Field Supervisor: Kathy Brody		Faculty Supervisor: Jane Bambauer
<b>Prerequisites:</b>		
<p><b>Description:</b> Students will help the ACLU of Arizona conduct legal research, strategize, and conduct negotiations in a variety of border litigation projects; help the ACLU process and organize a large body of public records released to the ACLU in the course of Freedom of Information Act litigation; and help the ACLU of Arizona educate the general public about its discoveries from these public records.</p> <p>In addition to legal research, students will also complete an academically-focused project by preparing a report on a legal or policy aspect of border enforcement that provides new facts and insights based on the documents produced pursuant to ACLU litigation or FOIA requests.</p>		

<u>Arizona Center for Disability Law</u>		
Credits: 1-3	Max students:	Available: Fall, Spring, Post-Feb bar, Summer
Field Supervisor: J.J. Rico, Esq. Executive Director Arizona Center for Disability Law 177 N. Church Ave, Suite 800 Tucson, AZ 85701 (520) 327-9547, ext 331		Faculty Supervisor: Cathy O'Grady
<b>Prerequisites:</b> Preferred but not required: Civil Procedure, Administrative Law, Constitutional Law II, Employment Law, Education Law, and/or Disability Law.		
<p><b>Description:</b> The ACDL is the protection and advocacy system (P&amp;A) for the State of Arizona. Congress created the P&amp;A system to address inadequate and often deplorable treatment of persons with disabilities. ACDL advocates for the rights of persons with disabilities to be free from abuse, neglect and discrimination and to have access to housing, education, health care, employment and other services in order to maximize independence and achieve equality.</p> <p>The ACDL is the protection and advocacy system (P&amp;A) for the State of Arizona. Congress created the P&amp;A system to address inadequate and often deplorable treatment of persons with disabilities. ACDL advocates for the rights of persons with disabilities to be free from abuse, neglect and discrimination and to have access to housing, education, health care, employment and other services in order to maximize independence and achieve equality.</p>		
<u>The activities the extern may be involved in are:</u>		
1) conducting initial detailed interviews of prospective clients; 2) obtaining and reviewing medical records;		

- 3) interviewing witnesses;
- 4) performing legal research;
- 5) preparing legal memoranda; and
- 6) participating in settlement negotiations.

Learning Objectives:

The goals of this externship are to:

- 1) Introduce or familiarize the extern to the disability rights law;
- 2) Assist the extern in the gaining valuable legal experience;
- 3) Promote the extern's consideration of public interest law.

Application method: Resume, cover letter and personal interview

<b>Arizona Legal Women and Youth Services</b>		
Credits: 4	Max students:	Available:
Field Supervisor: Adriana Garcia Maximiliano, January Contreras		Faculty Supervisor: Barbara Atwood
<b>Prerequisites:</b> <i>open to 2L and 3L students; 2.75 or higher GPA</i>		
<p><b>Description:</b> Deliver High Quality Legal Service: Through interactions with clients and the ALWAYS community, student will fulfill the ALWAYS mission to eliminate legal barriers for vulnerable youth and survivors of trafficking as they seek safety, stability, and self-sufficiency through the justice system. Through practical experience, student will develop legal skills and learn more about substantive law related to immigration, employment, domestic violence, and trafficking by completing the following: interviewing clients, conducting legal Research, creating client educational materials, and preparing legal documents. Student will be conducting legal research and preparing legal documents: Research - Both legal research and researching public records for information needed in litigation. Preparing in-house memoranda on relevant legal issues. Drafting pleadings, orders of protection, and other litigation documents. Developing resource and educational materials for clients. Assisting Legal Partnerships and Volunteer Director at on-site clinics with new client intake. Providing information and referrals to ineligible persons. Inputting data of new clients. Attending court proceedings: Meeting with attorneys and shadowing them during court proceedings. Administrative and General Support: Screening callers for eligibility. Providing referrals to ineligible callers. Inputting Data. Drafting correspondence. Filing documents.</p>		

<b>University of Arizona Student Legal Services Interviewing</b>		
Credits: 2	Max students: 2	Available: Fall, Spring
Field Supervisor: Janis Gallego		Faculty Supervisor: Willie Jordan-Curtis
<b>Prerequisites:</b> 2L or 3L students may participate		
<p>Application Method: Cover Letter</p> <ul style="list-style-type: none"> <li>• Cover Letter</li> <li>• Resume</li> </ul>		
<p><b>Description:</b> This externship is designed to provide students the ability to learn about a variety of legal issues and develop the skills necessary to effectively serve clients as attorneys. The office of Student Legal Services provides free legal advice to any currently enrolled University of Arizona student. Student Legal Services sees students</p>		

with a variety of legal issues. The most common issues involve landlord tenant, family law, criminal misdemeanors (such as minor in possession and fake i.d.) and red tags. The majority of the Legal Advisor's time is spent meeting with and advising students.

**Learning Goals.** Student externs will learn to interview clients; learn what is an attorney-client relationship; learn to provide objective legal advice; learn to accurately track time; evaluate and manage emotional clients; learn how to prepare clients for court appearances, for initiating claims, and other legal processes; research legal issues and apply the law to real life factual scenarios

**Outcomes.** Upon completion of the externship the student expects to achieve the following outcomes: effectively interview clients; effectively know how to develop an attorney client relationship; identify, evaluate and manage emotional clients; provide objective legal advice; accurately track time; prepare clients for court appearances, for initiating claims, and other legal processes; research legal issues and apply the law to real life factual scenarios; identify and appreciate cultural and societal differences.

**Good for:** Student interested in getting an overview of a variety legal issues.

**Davis Monthan Airforce Base**

Credits:	Max students:	Available to: 2Ls 3Ls
Field Supervisor:		Faculty Supervisor: Dr. Willie Jordan-Curtiss

**Prerequisites:**

**Description:** students work in the Airforce JAG office. Students work on issue spotting and proof analysis using a litigation chart. Students will learn more about Federal and Military rules of evidence as well as the uniform code of military justice. Students may observe trials and complete witness interviews.

**GOOD FOR:** a Student interested in military justice and getting an upper hand on selective employment opportunities at JAG. Past students have described it as an amazing experience.

**Federal Public Defender (Capitol Habeas Unit)**

Credits: 2 or 3 (100-150 hours)	Max students: 1	Available: Fall, Spring, Post-Feb bar, Summer
Field Supervisor: Leticia Marquez		Faculty Supervisor: Barbara Bergman

**Prerequisites:** open to all students with strong research and writing skills

**Description:** Students need to apply for this externship with the Federal Public Defender's Office and submit a resume and writing sample. The student who is approved for this externship will work on various federal habeas cases. This is a unique opportunity for students with an interest in death penalty litigation to learn about this interesting and rapidly developing area of law, as well as to obtain intensive experience in legal research and writing at a sophisticated level, working with attorneys who spend most of their professional energies researching and writing.

This course will introduce students to habeas corpus litigation, including essential elements of a petition for writ of habeas corpus and federal constitutional issues most frequently encountered. Students will assist habeas attorneys in current litigation by preparing memoranda dealing with relevant legal issues.

**Good for:** A student interested in cutting edge death penalty litigation and/or the interplay between a state conviction and a federal appeal. Student will develop their knowledge and/or awareness of mental health and socio-economic issues as they relate to criminal convictions and their knowledge in the areas of criminal, constitutional, and legal research, writing, and critical thinking skills.

**Federal Public Defender (Trial Unit)**

Credits: 2 or 3 (100-150 hours)	Max students: 2	Available: Fall, Spring, Post-Feb bar, Summer
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Field Supervisor: Edie Cunningham	Faculty Supervisor: Barbara Bergman
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**Prerequisites:** open to 2L and 3L students; we prefer students who have completed courses in Advanced Legal Writing, Criminal Law, Criminal Procedure, and Evidence

**Description:** Students need to apply for this externship with the Federal Public Defender’s Office and submit a resume and writing sample. Students will have the opportunity to work as part of a team with trial and appellate attorneys at all stages of federal criminal litigation on a wide range of cases—including drug, immigration, and firearm offenses; major crimes committed on reservations (e.g., murder, sexual abuse, assault); and other crimes that fall within federal jurisdiction (e.g., crimes on federal land or having federal connections). This work includes brainstorming, research and writing, in-court observations of hearings and trials, and participation in client interviews, field investigations, and moot courts. Students will work approximately 150 hours during the externship.

**Good for:** A student interested in criminal law and/or the interplay between criminal and immigration law. Student will develop their cultural competence, knowledge in the area of criminal, constitutional, and immigration law, legal research, writing, and critical thinking skills.

**Florence Immigrant and Refugee Rights Project (FIRRP)**

Credits: 1-3 units	Max students:	Available: Fall, Spring, Post-Feb bar
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Field Supervisor: Laura Belous 738 N. 5th Ave #103 Tucson, AZ 85705 (520) 269-7153 lbelous@firrp.org	Faculty Supervisor: Nina Rabin RH 125 rabin@email.arizona.edu (520) 621-9206
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**Prerequisites:** Advanced proficiency or fluency in Spanish required. State background check may be required. Must adhere to extremely stringent confidentiality requirements. FIRRP prefers students who are available on either Tuesday or Thursday mornings to assist with intakes.

**Description:** The Florence Immigrant and Refugee Rights Project (FIRRP) provides free legal services to over 3,000 men, women, and children detained by Immigration and Customs Enforcement (ICE) in Arizona. Our Tucson office focuses on services for unaccompanied children.

Externs will assist legal staff with “know your rights” presentations (KYR) and intakes each week. Externs must speak either extremely proficient or fluent Spanish in order to communicate effectively with clients.

Externs will also engage in substantive legal work, including drafting motions and memos, assisting attorneys with legal representation, and assisting with legal research.

Students will gain an understanding of immigration law, specifically removal proceeding and the Trafficking Victims Protection and Reauthorization Act (TVRA), the law that governs cases involving unaccompanied alien minors (UACs).

Externs will also learn how to draft motions before the Executive Office of Immigration Review (EOIR) as well as how to file applications with United States Citizenship and Immigration Services (USCIS). Externs may also gain

experience appearing before the Pima County Juvenile Court. FIRRP regularly asks externs to engage in in-depth legal research.

By the end of the externship, students will be able to provide a legal screening in Spanish, identify potential forms of relief for clients, and refer a child to an appropriate legal services provider.

Application: Student must submit the following to be considered for an externship:

- Cover Letter – must include relevant coursework and/or experience as it relates to FIRRP’s work.
- Resume/CV
- Writing Sample (no longer than 10 pages double spaced)
- Unofficial Transcripts

Applicants’ level of proficiency in Spanish should be noted in the cover letter.

<u>Immigration and Customs Enforcement</u>		
Credits: 1-6	Max students:	Available: Fall, Spring, Post-Feb bar, Summer
Field Supervisor: Jose Solis		Faculty Supervisor: Cathy O’Grady
<b>Prerequisites:</b> Applicants must be U.S. citizens and must pass substantial background check. The		
<b>Description:</b> This position offers an opportunity to work closely with attorneys in the office, conduct research primarily on asylum cases (although there will be some focus on litigation) and perform legal writing assignments, as well as observe activities of the office. The Office of the Chief Counsel, U.S. Immigration and Customs Enforcement is the principal investigative arm of the U.S. Department of Homeland Security (DHS). Students will be working on cases that are directly involved in immigration issues, including cases that involve illegal immigration, employing illegal immigrants, and illegal activities engaged in by illegal immigrants. Students will also work with attorneys who work directly with Immigration and Customs Enforcement agents who are involved in their cases. Students will go to court with the attorneys in the office and will see how lawyers in a government agency work in preparing cases and litigating matters.		
Students will be engaged in performing legal research for the practicing attorneys in the office, drafting motions, memoranda and briefs, and receive oral and written feedback on writing projects.		
<b>Good for:</b> A student interested in a chance to get federal government experience as well as cultivate a demonstrated interest in future government and/or public interest employment opportunities.		

<u>Immigration Services at Catholic Community Services</u>		
Credits: 1-6	Max students:	Available: Fall, Spring, Post-Feb bar, Summer
Field Supervisor: Meredith Lynch, Esq.		Faculty Supervisor: Lynn Marcus
<b>Prerequisites:</b> Fluency in Spanish Language. Experience in immigration or experience working with low-income clients or vulnerable populations with a plus.		
<b>Description:</b> Will depend on interests and skills of externs. If a student commits to more hours, allowing for more training, may involve working on forms or declarations with clients.		
To apply, contact <a href="mailto:meredith1@ccs-soaz.org">meredith1@ccs-soaz.org</a> or (520)670—0811		
<b>Good for:</b> A student with interest in immigration law who likes working with people and is flexible to accept changes in job duties based on need.		

**Industrial Commission of Arizona**

Credits: 1-3 (based on student preference and ICA Legal Division needs)	Max students:	Available: Fall, Spring, Post-Feb bar, Summer
Field Supervisor: Afshan Peimani Afshan.Peimani@azica.gov 602-542-5293		Faculty Supervisor:

**Prerequisites:**

**Description:**

The ICA administers and enforces state laws relating to the protection of life, health, safety and welfare of Arizona's employees. This includes laws relating to workers' compensation, occupational safety and health, payment of wages, and child labor. The ICA Legal Division represents the ICA's interests, which include the ICA's Special Fund, the Arizona Division of Occupational Safety and Health, and the ICA Labor Division. The ICA Legal Division appears in administrative, state, and federal proceedings.

The ICA's Legal Division provides students interested in administrative law, government law, and worker's compensation an opportunity to be a part of the day-to-day matters of the legal team. Externs can expect to conduct research, write, assist attorneys in the preparation of cases, observe hearings, and assist the legal team in case management. Students may collaborate with staff attorneys and develop a curriculum for themselves based on their interests. The legal team will actively provide feedback on the externs work and make themselves available for mentoring and educational purposes. The length and type of assignments will vary depending on the student's interests and the ICA Legal Division's current needs. Externs can expect to gain experience in various areas of administrative law, worker's compensation law, compliance, occupational safety, and more.

Externs must agree to a schedule that allows them to complete the requisite number of hours required per unit (50) for the number of units they wish to enroll in during the externship. While the ICA Legal Division will consider requests for 1-3 units, such requests will be evaluated based on the needs of the ICA Legal Division. To maintain work continuity, externs will be expected to be in the office at least once per week throughout the externship (exceptions will be discussed).

**Application:** Students must submit the following to Afshan Peimani at the Industrial Commission of Arizona, Legal Division to be considered for an externship:

- Cover Letter – explain why you are interested in the ICA Legal Division
- Resume/CV
- Writing Sample (no longer than 10 pages double spaced)
- Unofficial Transcripts

Applications for spring semester externships will be accepted as early as November and will be reviewed up until the start of the spring semester if no candidate has previously been chosen. Applications for summer externships will be accepted as early as March and will be reviewed up until May if no candidate has previously been chosen. Depending on the ICA Legal Division's current workload, multiple candidates may be considered for the same semester.

**Additional Details:** To learn more about the ICA and the ICA Legal Division, visit <https://www.azica.gov> or email Afshan Peimani (Afshan.Peimani@azica.gov) or Jonathan Hauer (Jonathan.Hauer@azica.gov).

**Low Income Taxpayer Clinic**

Credits: OPEN	Max students: 2	Available: Fall, Spring, Post-Feb bar
Field Supervisor:		Faculty Supervisor: Mona Hymel

<p>Liz Thomey, Program Director Assets for Families 848 S. Seventh Avenue Tucson, AZ 85701-2598 Tel: (520) 622-2801 ext 7118 liz@ccs-pio.org</p>	<p>Samuel S. Reiter, Esq. 848 S. Seventh Avenue Tucson, AZ 85701-2598 Tel: (520) 622-2801</p>	
<p><b>Prerequisites:</b> Federal Income Tax, eligibility for IRS student certification</p>		
<p><b>Description:</b> Students will work with a qualified tax attorney or CPA to serve as an intermediary between clients and the IRS to resolve levies, liens, audits, and other tax matters. Students may appear in IRS proceedings and in Tax Court. Students may also participate in community education programs.</p> <p>Students will develop skills in:</p> <ol style="list-style-type: none"> <li>1. Interviewing and counseling low income clients</li> <li>2. Written and oral communication with the IRS</li> <li>3. Negotiation with the IRS</li> <li>4. Advocacy skills in disputes with the IRS</li> <li>5. Educational presentation skills</li> </ol>		
<p><b>Application:</b> CV, cover letter, personal interview before January 5, 2017</p>		

<u>National Law Center</u>		
Credits: 1-3	Max students: OPEN	Available: Fall, Spring, Post-Feb bar, Summer
Field Supervisor: Alberto Elias		Faculty Supervisor: Marek Dubovek
<p><b>Prerequisites:</b></p>		
<p><b>Description:</b> NatLaw's externship provides students interested in international and commercial law and economic development an opportunity to assist the NatLaw team perform research for a variety of projects and reports. Externs can expect to be given research and writing assignments that cover areas of commercial law, often in a specific country or region of the world. These assignments will then be incorporated into larger project reports, providing students the opportunity to collaborate with NatLaw's research attorneys and other interns/externs and consultants and to see how their work was used to produce a final deliverable for a client. Externs will be given advice and feedback on their research techniques and writing. Research topics and the length of assignments will vary depending on the current projects of NatLaw; however, externs will have an opportunity at the beginning of the semester to express their topics of interest/experience and, if possible, NatLaw will assign externs projects that align with these interests.</p> <p>Externs can expect to gain experience in various areas of commercial law, both domestic and international, improve their research and writing skills, and gain some insight into the area of economic development.</p>		
<p><b>How to Apply:</b> Students must submit the following to NatLaw to be considered for an externship:</p> <ul style="list-style-type: none"> <li>• Cover Letter - Must include relevant coursework and/or experience as it relates to the work of NatLaw (commercial/business law, whether domestic or international)</li> <li>• Resume/CV</li> <li>• Writing Sample (no longer than 10 pages double-spaced)</li> <li>• Unofficial transcripts</li> </ul> <p>Fluency in a second language should be noted in the cover letter. Applications for Spring semester externships will be accepted as early as November and will be reviewed up until the start of the Spring semester if no candidate has previously been chosen. Applications for Summer externships will be accepted as early as March and will be reviewed up until May if no candidate has previously been chosen. Applications for Fall semester externships will</p>		

be accepted as early as April and will be reviewed up until the start of the Fall semester if no candidate has previously been chosen. Depending on the current workload of NatLaw, multiple candidates will be considered for the same semester.

<u>Navajo Nation Supreme Court</u> Window Rock, AZ		
Credits: 1-10	Max students: OPEN	Available: Fall, Spring, Post-Feb bar (6 credits), Summer
Field Supervisor: LaVerne Garnenez		Faculty Supervisor: Rob Williams
<b>Prerequisites:</b> 2L or 3L S.J.D, LL.M and M.L.S. students may participate		
<p><b>Description:</b> Students may spend a semester working for the Navajo Judicial Branch on the reservation under the supervision of the Court Solicitor and Staff Attorney preparing legal memoranda and opinions and performing the normal duties associated with a judicial clerkship position. Externs shall be selected by a committee consisting of a College of Law faculty member, the Chief Justice of the Navajo Supreme Court, the Navajo Court Solicitor, and the Navajo Court Staff Attorney.</p> <p>At the end of the semester, the student is required to turn in representative samples of his or her written work, a narrative of his or her activities, journals and an evaluation from the supervisory staff of the Navajo Judicial Branch.</p> <p>They hope that these externships will encourage more people to apply for the staff attorney positions through the Nation, and that they pay well. -Robin Neswood Esidy/ 928-871-6626</p>		
Please contact Professor Williams for information about reimbursement for out-of-pocket expenses related to the externship, including transportation costs, and housing and food differentials over and above that incurred at the student's home location.		

<u>Pascua Yaqui Court of Appeals</u>		
Credits: OPEN	Max students: 2	Available: Fall, Spring, Post-Feb bar, Summer
Field Supervisor: Linda Imonode-Skemer		Faculty Supervisor: James Hopkins hopkinsj@email.arizona.edu
<b>Prerequisites:</b> 2L or 3L S.J.D, LL.M and M.L.S. students may participate		
<p><b>Description:</b> This externship provides law students the unique opportunity to work in a Tribal Court. The Pascua Yaqui Justice Center is located on the Pascua Yaqui Indian Reservation and is approximately 25 minutes from the College of Law and within Tucson City limits. Students may earn 3 to 6 academic credit hours while gaining practice experience under the direct supervision of the Chief Justice and the staff attorney of the Pascua Yaqui Tribe's Court of Appeals. In general, the externship will provide an overview of the types of work performed by attorneys in tribal appellate practice. Under the Court of Appeals staff attorney, the externs will perform legal research and prepare case briefs pertaining to legal matters involving the Court of Appeals. The externs may be requested to research cases involving tribal law, tribal court litigation procedures, ordinances and regulations. The extern will help interpret Pascua Yaqui legislation and will be an integral part in formulating the Court's final opinion in the various cases that come before the Court.</p>		
<b>Good for:</b> Student interested in Tribal Government and the interplay between Tribal and State Government.		

<u>Pascua Yaqui Public Defender</u>		
Credits: OPEN	Max students:	Available: Fall, Spring, Post-Feb bar, Summer
Field Supervisor: Melissa Acosta Chief Public Defender		Faculty Supervisor: James Diamond Rountree Hall Room 304

(520) 883-5083 Melissa.Acosta@pascuayaqui-nsn.gov	(520) 626-9762 jamesdiamond@email.arizona.edu
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**Prerequisites:** Students will need to obtain security clearance and attend orientation. Confidentiality form will need to be signed.

**Description:** The Pascua Yaqui Public Defender’s Office is a tribally funded office that is appointed to represent Tribal members, other tribal members, and non-tribal members charged with criminal offenses under the Pascua Yaqui Tribal Code in the Pascua Yaqui Tribal Court.

The Pascua Yaqui Public Defender’s Office provides students interested in criminal law an opportunity to assist the Pascua Yaqui Public Defender team perform research and writing for legal issues that arise in cases. In addition students will be given opportunities to assist in pretrial investigation, referrals and coordination with other departments. The Public Defender’s Office practice is solely in the Pascua Yaqui Tribal Court. Pascua Yaqui Bar certification is required to appear in Tribal Court. Bar certification requires attendance of a 2 hour class and a passing grade of a take home exam. Once Pascua Yaqui Bar certified, opportunities will then arise to allow the student to present and argue the legal issues in the Tribal Court which may include trials and appeals.

Externs will:

- learn how tribal governments and tribal courts handle criminal offenses and criminal court jurisdiction;
- gain an appreciation for the complexity of criminal jurisdiction in Indian country;
- learn criminal laws specific to practice in tribal, state and federal courts, such as the Indian Civil Rights Act, Tribal Law and Order Act, the Major Crimes Act and The Violence Against Women Act;
- understand the unique problems facing native populations in Indian country;
- gain an appreciation for how to represent clients or Indian Tribes in tribal court;
- learn about motion practice in the defense of criminal cases in tribal court;
- learn skills for advocating on behalf of domestic violence or sexual violence defendants in tribal court;
- Gain insight into careers in the prosecution, defense and judiciary functions in tribal courts.

One full semester (Fall, Spring, Feb Bar, Summer) with the possibility of re-enrolling and completing a second externship if desired and approved by supervisors. Number of units of the externship must be agreed upon by the student, faculty, and Pascua Yaqui Public Defender supervisor in advance of the student registering. Externs must agree to a schedule that allows them to complete the required number of hours required per unit for the number of units they wish to enroll in during the externship. Pascua Yaqui Public Defender will accept requests for 1-3 units, however these requests will be evaluated based on the current needs of the Pascua Yaqui Public Defender. To maintain work continuity, externs will be expected to be in the office at least once per week throughout the externship (exceptions can be discussed).

**Good for:** Student interested in Tribal Government and the interplay between Tribal and State Government.

**Application:** Student must submit the following to Melissa Acosta to be considered for an externship:

- Cover Letter – must include relevant coursework and/or experience
- Resume/CV
- Writing Sample (no longer than 10 pages double spaced)
- Unofficial Transcripts

Applications for Spring semester externships will be accepted as early as November and will be reviewed up until the start of the Spring semester if no candidate has previously been chosen. Applications for Fall semester externships will be accepted as early as April and will be reviewed up until the start of the Fall semester if no candidate has previously been chosen.

<b>Southern Arizona Legal Aid Family Law Clinics</b>		
Credits: SALA will accept requests for 1 – 4 units	Max students: OPEN	Available: Fall, Spring, Post-Feb bar, Summer

however these requests will be evaluated based on the current needs of SALA.		
Field Supervisor: Kristin Fitzharris		Faculty Supervisor: Cathy O'Grady
<b>Prerequisites:</b> 2L or 3L S.J.D, LL.M and M.L.S. students may participate		
<p><b>Description:</b> student externs to work with their Family Law Clinics at the Pima County Superior Court. The externship opportunity is available for as few as 1 credit, requiring 50 hours of work in the field per credit hour.</p> <p>Student externs are needed when the clinics are held--Mondays and Tuesdays from 2-5pm with follow up clinics at the SALA office with the same clients, usually held 9:30-12:30 throughout the week.</p> <p>SALA also has a opportunities for a student interested in working at their weekly minor guardianship clinic at the KARE Family Program at Arizona's Children Association at 220 E. Speedway, and working in the SALA office for divorces with and without children. If you are interested in this experience, please contact Kristin Fitzharris directly at: <a href="mailto:KFitzharris@sazlegalaid.org">KFitzharris@sazlegalaid.org</a></p> <p>To maintain work continuity, externs will be expected to be in the office at least two times per week throughout the externship inasmuch as interns will be expected to interact and interview clients for case preparation.</p>		
<b>Good for:</b> Student interested in family law.		

<u>Tucson Family Advocacy Center</u>		
Credits: 1-3	Max students: 2-3	Available to: Students that have completed 2 semesters
Field Supervisor: Anne Ryan, Esq. Tucson Family Advocacy Center, Department of Family and Community Medicine, College of Medicine, University of Arizona, 1450 N Cherry Ave, Tucson, AZ 85719  (520) 694-1624 <a href="mailto:anneryan@email.arizona.edu">anneryan@email.arizona.edu</a>		Faculty Supervisor: Paul Bennett
<p><b>Description:</b> The Tucson Family Advocacy Program (TFAP) is a partnership of healthcare providers and lawyers working together to improve the health and wellbeing of low-income patients and their families. TFAP provides free legal services to low-income families in a primary care clinic staffed by Faculty and Residents of the University of Arizona Department of Family &amp; Community Medicine. Within this medical setting, TFAP also teaches healthcare providers about legal issues that impact health and how they can become more effective advocates for their patients.</p> <p>Students will participate in client intake, legal research, interviewing and summarizing records.</p> <p>By the end of the externship students are expected to gain a better understanding of medicolegal issues and working with low-income clients. Students shall also improve legal drafting, research and interviewing skills.</p> <p><b>Application:</b> Resume, transcript, cover letter (including contact information for three references), personal interview. Deadline TBD.</p>		

<u>United States Attorneys Office</u>
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Credits: 2 or 3 (100-150 hours)	Max students: 2-3	Available to: Rising 2Ls or 3Ls -- Fall, Spring, Summer
Field Supervisor: Micah Schmit		Faculty Supervisor: Thomas Mauet
<p><b>Prerequisites:</b> Please keep in mind that prior to working in the U.S. Attorney's Office, each candidate that is offered a position will have to complete a security background application and pass a thorough background check (conducted by the FBI) prior to working for the Department of Justice. This review can take 6-10 weeks to complete and must be factored into the early application process. Prior criminal convictions; illegal drug or alcohol use; IRS issues, etc., could disqualify a candidate. The Dept of Justice further requires that all applicants be full U.S. citizens.</p>		
<p><b>Description:</b> Law clerks will primarily research and write on a broad range of topics. Subjects span both the criminal and civil disciplines and would include pleadings to be filed in various jurisdictions, from federal district court up to the 9th Circuit Court of Appeals. Many projects will simply demand a short memorandum on a particular point of law but can include an extraordinarily wide range of issues (e.g., suppression of confessions; unreasonable stop or detentions; aggravating or mitigating sentencing factors; a crime victim's right to address the court; responses to a prisoner's or alien's complaint about custodial conditions; forcible medication of a violent offender; admissibility of 404b (prior acts) evidence at trial; VA hospital liability; Lender bias/mortgage fraud; the impact of tribal convictions or parallel tribal prosecutions; inclusion or exclusion of scientific evidence - to name but a few).</p>		
<p><b>Application:</b> Students should submit a resume, available transcripts, writing sample (not longer than 12 pages), and cover letter to:</p> <p>G. Micah Schmit, Asst. U.S. Attorney  405 W. Congress St., Suite 4800  Tucson, AZ 85701  (520) 620-7300  <a href="mailto:gerard.schmit@usdoj.gov">gerard.schmit@usdoj.gov</a></p>		

<u>University of Arizona Athletics, McKale Center</u>		
Credits: 1-3	Max students: 2-3	Available to: Students that have completed 2 semesters
Field Supervisor: Brent Blaylock		Faculty Supervisor: Billy Sjostrom
<p><b>Description:</b> Placement is in the compliance office of the U of A Athletics Department. The student will work with various campus offices to monitor and ensure compliance with institutional, NCAA, and Pac-12 conference standards and regulations; assist with NCAA initial-eligibility process; assist in drafting required reports, waivers and appeals.</p> <p>Students will identify institutional, NCAA, and Pac-12 conference compliance standards and understand how are applied; Understand methods used to monitor and ensure compliance with standards and regulations in collegiate athletic program; Understand how compliance process is documented; Understand how eligibility determinations are made; and Ability to draft waivers, appeals, and reports required by the NCAA and/or the Pac-12 conference.</p> <p><b>Application:</b> Resume, transcript, cover letter (including contact information for three references), and personal interview. Deadline TBD.</p>		

<b>University of Arizona International and Faculty Scholars</b>		
Credits: 1-3	Max students:	Available to: Students that have completed 2 semesters
Field Supervisor: Ian Willson		Faculty Supervisor: Dana Bleau, JD 520-626-3633 kovach@email.arizona.edu
<p><b>Description:</b> International Faculty &amp; Scholars is the University of Arizona's sole office for handling all employment-based immigration needs to more than 1,600 international scholars and faculty each year. This externship will provide students with opportunities to observe and actively engage in providing immigration services to University employees in a higher education setting. Students will participate in client interviews, research projects, legal drafting and meetings and presentations with stakeholders.</p> <p>Throughout the externship students will be responsible for managing and tracking their time. Students will be expected to complete assigned projects by predetermined deadlines. Students will keep a time log and journal of their daily interactions, observations, and work, which will be reviewed periodically with the Executive Director of the office. At the end of the externship, students will be awarded their grade (pass/fail) based on overall performance throughout the semester and the drafting of a permanent residency petition cover letter.</p> <p>Students will complete the externship with a working knowledge of employment-based immigration concepts and procedures. Students will learn how to properly complete and file H-1B and permanent residency petitions. Students will be able to research legal issues and apply them to the individualized factual scenarios of various clients and provide objective legal advice. Students will know how to effectively interview clients, develop a positive attorney-client relationship, and work in a culturally inclusive environment within a higher education setting.</p> <p><b>Application:</b> CV, transcript, writing sample, cover letter, personal interview</p>		

#### **OTHER POTENTIAL PLACEMENTS:**

Placement Name	Field Supervisor	Faculty Supervisor
Administrative Conference of the United States, DC	Connie Volgelmann	TBD
AZ AG Child and Family Protection Division	Michelle Nimmo	Barbara Atwood
AZ Attorney General's Office	Kim Ortiz	Barbara Bergman
AZ Dept. of Emergency and Military Affairs, Office of the Staff Judge Advocate, Phx	Cpt. Adam G. Marvin	
Department of Homeland Security-Immigration and Customs Enforcement	Jose Solis	Cathy O'Grady
Federal Public Defender (Habeas Unit)	Leticia Marquez	Barbara Bergman
Florence Immigrant and Refugee Rights Project, Florence & Eloy, AZ	Lauren Dasse	Nina Rabin
Institute for Justice, Tempe, AZ	Tim Keller	Cathy O'Grady
Judicial Clerking Program	Various Judges	Lisa Howell
Pascua Yaqui Attorney General's Office	Amanda Lomayesva & Tamara Walters	
Pascua Yaqui Public Defender's Office	Melissa Acosta	James Hopkins
Pasqua Yaqui Court of Appeals	Linda Imonode-Skemer	Jim Diamond
Pima County Office of Children's Counsel	Jillian Aja	Paul Bennett
Protecting Arizona's Family Coalition, Phx	Jodi Liggett	Chris Robertson

Raytheon	Tom Finn	Billy Sjostrum
Rogers College of Law, Public Interest Law Group	Negar Kitarai	Paul Bennett
Sanchez Immigration Law, Mesa, AZ	Yasser Fernando Sanchez	Nina Rabin
Tohono O'Odham Attorney Generals Office, Sells, AZ	June Harris	Jim Diamond
Tohono O'Odham Court, Sells AZ	Jennifer Espino	Jim Diamond

\*awaiting experiential learning committee approval

### Washington DC Externships:

#### Department of Justice Civil Rights Division

Unpaid Externship in Washington DC

Contact Patrick Holkins

(202)305-6630

[Patrick.holkins@usdoj.gov](mailto:Patrick.holkins@usdoj.gov)

\*great summer opportunity

Students can enroll in 681(a) case studies in public interest.

#### Office of the Director of National Intelligence

Unpaid Student Internships

Duty Location= McLean, VA

Available: Fall 2018

For highly qualified JD/LLM students interested in national security law, intelligence law, procurement and acquisition law, personnel law, government ethics, budget and fiscal law, administrative law, legislative support, government informational practices under the Freedom of Information Act and the Privacy Act, and Intellectual property law.

Applicants must have an active TS/SCI security clearance completed in the last 5 years.

ODNI Recruitment: (703)275-3811

[Recruitment\\_TeamB@dni.gov](mailto:Recruitment_TeamB@dni.gov)

**Application deadline:** 10/20/17



THE UNIVERSITY OF ARIZONA  
**James E. Rogers**  
**College of Law**  
 Career Development Office