



U.S. Department of Justice

Civil Rights Division

*Special Litigation Section - PHB
950 Pennsylvania Ave, NW
Washington DC 20530*

Volunteer Internship Opportunities in the Department of Justice, Civil Rights Division, Special Litigation Section

Our Work

The Civil Rights Division of the Department of Justice, created by the enactment of the Civil Rights Act of 1957, works to uphold the civil and constitutional rights of all Americans, particularly some of the most vulnerable members of our society. The Special Litigation Section is one of several sections in the Civil Rights Division. We work to protect civil rights in the following areas:

- 1) the rights of people who interact with state or local police or sheriffs' departments;
- 2) the rights of individuals with disabilities to receive services in their communities, rather than in institutions;
- 3) the rights of people in state or local institutions, including: jails, prisons, juvenile detention facilities, and health care facilities for persons with disabilities;
- 4) the rights of youth involved in the juvenile justice system;
- 5) the rights of people to have safe access to reproductive health care clinics; and
- 6) the rights of people to practice their religion while confined to state and local institutions.

We can also act on behalf of people at risk of harm in these areas. In each of these areas, we enforce civil rights statutes through investigations, negotiations, litigation, and monitoring and enforcing compliance. Most of our work involves patterns or practices of unlawful conduct. For example, our investigations have included police misconduct investigations into the Baltimore Police Department and the Chicago Police Department, an investigation into Louisiana's system of care for people with severe mental illness, and an investigation into sexual abuse of women prisoners in Alabama.

We can also file Statements of Interest on behalf of the United States in private litigation that involves legal issues in the areas above. The Special Litigation Section's website, <http://www.justice.gov/crt/about/spl/>, provides additional information about the Section's work.

The Volunteer Intern Program

Volunteer interns with the Special Litigation Section have opportunities to gain significant hands-on experience across each of our practice areas. Interns assist attorneys in conducting preliminary inquiries, investigating, litigating, and monitoring compliance with agreements. Assignments for interns may include conducting legal and factual research, assisting with witness interviews, making presentations, participating in case strategy sessions, and drafting memoranda, motions, and reports. Spanish language proficiency is desirable but not required. Students indicating proficiency may be tested.

Attorney mentors work with each intern to ensure that the internship is a productive and rewarding experience. Mentors can review interns' work, provide feedback on assignments, give advice, and sponsor opportunities to network with Section and Division colleagues. Interns are encouraged to participate in brown bag lunches and other events sponsored by the Special Litigation Section and other sections within the Civil Rights Division, in addition to the many programs for summer interns in Washington, D.C.

For the summer, we prefer that students work full time at least ten weeks. For the fall and spring semesters, we prefer candidates who can work at least 15 hours per week.

Eligibility

Applicants must be U.S. citizens; dual citizens will be considered on a case-by-case basis. Applicants further must meet the residency requirement. Specifically, for a total of three years (not necessarily consecutive years) of the five years immediately prior to applying for a position, the applicant must have: (1) resided in the U.S.; (2) worked for the U.S. overseas in a Federal or military capacity; or, (3) been a dependent of a Federal or military employee serving overseas.

Applicants must be students. The following students are eligible to apply: undergraduate students who are enrolled at least half-time; public policy graduate students; first-year (second semester), second- and third-year law students; and law school graduates who are enrolled in graduate law programs (e.g., L.L.M. programs) at least half-time. All students must be in good academic standing and will be required to provide official documentation from their school.

Application deadlines

Applications are considered on a rolling basis, and positions, particularly for summer interns, may be filled before the deadlines indicated. Applicants are encouraged to apply early in the process.

Summer Term: Applications from 2Ls will be considered from October 15 through March 1. Applications from 1Ls will be considered from December 1 through March 1.

Fall Semester: Applications will be considered from March 1 through August 1.

Winter Semester: Applications for a winter program for students at schools that operate outside the traditional two-semester system are accepted from July 1 to Oct 31.

Spring Semester: Applications will be considered from August 1 through December 15.

How to apply

To apply, please submit a cover letter, resume, writing sample of 10 pages or less, three references, and your most recent transcript. 1Ls who do not yet have law school transcripts should indicate this and should provide the transcript upon receipt. Incomplete applications will not be considered.

Please email your application to: crt.volunteervacancies-SPL@usdoj.gov.

For additional information on how to apply for volunteer internship opportunities in the Civil Rights Division, click here: http://www.justice.gov/crt/employment/vol_intern_opps.php.