**Internship Opportunities**

**One Day Divorce Clinic at Sacramento Superior Court**

Open to all class levels.

*The goal of this new clinic is to help each participant obtain their final judgment or divorce or legal separation. In conjunction with Judge Pro Tems, each volunteer will be assigned a couple or individual and help them to complete their divorce in a day, through completing Family Law forms, issue spotting through conversation with the participants, and interacting with court officials by bringing the participants to the courtroom to effectuate their judgment. This is a unique opportunity where students will get the opportunity to work directly with prominent attorneys in Family Law, master the art of court forms (which is essential skill), and learn the skill of communication with participants in stressful situations.*
Link: <https://law-pacific-csm.symplicity.com/students/index.php?mode=form&id=a5beeca19c7bf85e8509df66b8a36ebc&s=jobs&ss=jobs> (Job # 6627)

**California Attorney General's Office Summer Honors Program (Fresno)**

2D/3E

*Each student in the Summer Honors Program drafts Respondent’s Briefs in appeals from felony convictions, that are filed in the California Court of Appeal for the Fifth Appellate District. Appeals typically involve issues of criminal law and procedure, as well as constitutional, evidentiary, and instructional issues. Drafting briefs entails reviewing the record on appeal, summarizing the procedural background and all pertinent facts, conducting research, analyzing legal issues, and developing arguments. Each student is supervised by a deputy who reviews all briefs; however, each student must manage his or her own caseload.*

Link: <https://law-pacific-csm.symplicity.com/students/index.php?mode=form&id=7e777b7817d75ddc1148a48904333807&s=jobs&ss=jobs> (Job # 6383)

**Human Rights/Fair Housing Commission**

Open to all class levels.

*The Human Rights/Fair Housing Commission is seeking legal interns to work in its downtown office’s Tenant/Landlord and Fair Housing Programs. The interns will provide legal information to callers regarding California landlord-tenant laws. The interns will also conduct informal conciliations over the phone between tenants and landlords in an effort to assist the parties in reaching a resolution regarding issues such as the return of security deposits, termination notices, and habitability issues. In addition, the interns will work on cases involving housing discrimination including client interviews, investigation, research and report writing. Interns will have the opportunity to learn and apply both California landlord-tenant laws as well as fair housing laws*Link: <https://law-pacific-csm.symplicity.com/students/index.php?mode=form&id=6d4ec99222a8418fffbe49832d49addf&s=jobs&ss=jobs> (Job # 6644)

**California Dept. of Public Health**

Open to all class levels.

*Students will assist Staff Counsel in providing legal support for various public health programs administered by the Department, including the provision of advice on regulatory responsibilities, development of public health policy, and assessment of the potential for legal or political impact on the Department. Students will assist with the drafting and review of written contracts and agreements. Students will also be required to conduct research, including statutory interpretation and legislative history, draft legal opinions and other documents, analyze bills, prepare documents responding to Public Records Act requests, and attend client meetings and hearings. Students within this position will gain practical and educational legal expertise in the general principles and application of contract law and the law governing the administration of state agencies.*

Link: <https://law-pacific-csm.symplicity.com/students/index.php?mode=form&id=421b0526a3be6be1454e5f91df019aca&s=jobs&ss=jobs> (Job # 6606)

**Disability Rights California**

Open to all class levels.

*DRC is a non-profit organization that has been involved in important class actions and represented individuals in litigation involving the rights of individuals with disabilities, including the right to live in the community, children ’s rights to special education and related services, and the right to consent to one’s own medical treatment. Law clerks will carry a diverse workload that will help develop traditional legal skills as well as skills beneficial to working with clientele in a legal services environment. Law clerks will also gain substantive knowledge regarding the systems and laws that affect the lives of individuals with disabilities*.

Link: <https://law-pacific-csm.symplicity.com/students/index.php?mode=form&id=2d04a9d734c39e1ac91f7281278ca497&s=jobs&ss=jobs>. (Job # 6562)

**Foundation for California Community Colleges**

2D/3E, 3D/4E

*Essential Job Duties/Responsibilities of a law clerk at the Foundation for Community Colleges:
• Facilitate and assist with tracking contracts and certificates of insurance (including additional insured and other endorsements) and other contract requirements to ensure agreements are current and vendor’s provisions are in compliance with Foundation’s Contracts Policy and other Legal Department requirements.
• Communicate timely and effectively with internal and external contacts regarding the status of contracts, insurance issues, projects and/or other various documents or processes, including providing necessary information and following up.
• Provide general administrative support to supervisor including, but not limited to the following: proofreading and formatting documents; organizing contract and legal files; filing; preparing correspondence and mailing; scheduling appointments; and other administrative tasks.
• Conduct legal research and draft research memoranda on a wide range of legal topics.
• Draft legal documents with appropriate supervision.
• Perform other duties as assigned.*

Link: <https://law-pacific-csm.symplicity.com/students/index.php?mode=form&id=0f886f014edad0439c54cffd298f5a46&s=jobs&ss=jobs> (Job # 6517)