## CIVIL RIGHTS DIVISION U.S. DEPARTMENT OF JUSTICE

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**ATTN:** Volunteer Internship Coordinator

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The <u>Civil Rights Division</u> is primarily responsible for enforcing federal statutes and executive orders that prohibit, among other things, unlawful discrimination in voting, education, employment, housing, police services, public accommodations and facilities, and federally funded and conducted programs.

Projected No.

Of Volunteers: 20

**Internship** 

**Location:** Washington, D.C.

**Minimum Weeks** 

**Required:** 8 weeks

**Salary:** Volunteer (without compensation)

Application Materials:

Submit a resume (which includes your country of citizenship), brief writing sample (no more than 5 pages), a cover letter which indicates the time period

you are available to work and the section(s) where you want to be

considered.

**Qualifications:** First-year (second semester), second- and third-year law students.

**Application** Open until filled; visit

**Deadline:** <a href="http://www.justice.gov/crt/employment/vol\_intern\_opps.php">http://www.justice.gov/crt/employment/vol\_intern\_opps.php</a>

for specific application deadlines.

**Assignments:** Interns will assist Division attorneys or specialists in legal and factual

research, prepare documents and exhibits, interview witnesses, summarize depositions, analyze records, and other case-related work. Some sections may also involve interns in policy-related assignments. Given the nature of the work and the high quality of its staff, the Division expects interns

to be able to grasp issues quickly, complete work thoroughly and accurately, and write clearly and concisely. These positions are without

compensation or may be used for work-study credit.

Web Site:

Visit the volunteer intern opportunities page on the Division's website at <a href="http://www.justice.gov/crt/employment/vol\_intern\_opps.php">http://www.justice.gov/crt/employment/vol\_intern\_opps.php</a> to learn more about the work of the individual sections in the Division, which ones are recruiting for student volunteer interns, their specific expectations and requirements, and application deadlines.

The U.S. Department of Justice is an equal opportunity/reasonable accommodation employer.