

**U.S. DEPARTMENT OF JUSTICE  
CIVIL DIVISION APPELLATE STAFF  
VOLUNTEER/WORK-STUDY LEGAL INTERN POSITIONS**

The principal work of the Appellate Staff is to prepare recommendations for or against further review in cases the government loses in the district courts or courts of appeals, prepare appellate briefs in all circuit courts of appeals and present oral arguments in most of these cases. The Staff also prepares draft certiorari petitions, briefs in opposition to certiorari petitions and Supreme Court merits briefs for the Solicitor General's office. The Civil Division's subject matter covers a wide variety of areas, including separation of powers, First Amendment, representation of individuals charged with constitutional violations of a person's rights (*Bivens* cases), administrative law, False Claims Act cases, Freedom of Information Act/Privacy Act cases, medicare and social security cases, communications issues, Prison Litigation Reform Act, Federal Tort Claims Act and welfare reform.

**POSITION LOCATION(S):** Washington, D.C.

**QUALIFICATIONS:** First-year (second semester), second- or third-year law students. Students must have excellent writing skills and above-average academic standing.

**DATE POSITION(S) AVAILABLE:** Fall Semester (September – December)  
Spring Semester (January – May)  
Summer (June – August)

**ASSIGNMENTS:** Interns typically perform research, write memoranda and prepare initial drafts of portions of appellate briefs. The research often entails searching legislative history to aid in statutory interpretation issues, and may also include searching specialized libraries, the National Archives or the Library of Congress. In addition, interns are encouraged to participate in moot courts of Staff attorneys and attend oral arguments in the District of Columbia and Federal Circuits. Every effort is made to ensure that student internships include as many aspects of our work as possible with an emphasis on writing. Interns work with a number of staff attorneys and receive feedback on their work.

**SALARY:** Volunteer (without compensation) or work-study credit only.

**APPLICATION PROCEDURES:** Please submit a resume, writing sample, and law school transcript (official or unofficial) to:

[Before August 13, 2004]

[After August 13, 2004]

U.S. Department of Justice  
Civil Division/Appellate Staff  
601 D Street, N.W., Suite 9002  
Washington, D.C. 20530

Attn: Matthew Collette or  
Michael Robinson

U.S. Department of Justice  
Civil Division/Appellate Staff  
950 Penn. Ave. NW, Room 7519  
Washington, D.C. 20530

Attn: Matthew Collette or  
Michael Robinson

**APPLICATION DEADLINE:** Open until filled.

**WEB SITE:** [www.usdoj.gov/civil](http://www.usdoj.gov/civil)

The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer.