

# UNITED STATES COURT OF APPEALS FOR THE SECOND CIRCUIT



## VACANCY ANNOUNCEMENT

October 31, 2016  
Reference No.: FY 17-02

**Position Title:** Law School Intern (Unpaid)  
**Location:** Staff Attorney's Office, 40 Foley Square, NYC  
**Closing Date:** February 3, 2017

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The Staff Attorney's Office for the Second Circuit Court of Appeals is accepting applications from second-year law students for summer internships in 2017.

**Office Overview:** The Staff Attorney's Office handles the court's immigration docket, which principally involves challenges to the denial of applications for asylum, withholding of removal, or relief under the Convention Against Torture, as well as issues relating to the immigration consequences of criminal convictions. The office also handles all pro se appeals and motions, counseled motions, and successive petitions for habeas corpus relief. The pro se appeals frequently raise issues of prisoners' rights, civil procedure, constitutional law, employment discrimination and social security. Counseled motions include emergency requests for stays, injunctions and writs of mandamus, as well as motions for leave to appeal in class actions, securities actions, and agency cases. The office also handles *Anders* and other motions in criminal cases. All of the motions handled by the staff attorneys concern the merits of the appeals; many are dispositive.

**Position Overview:** Staff attorneys function as law clerks to the court: they review case records and filings, conduct legal research, draft bench memoranda and proposed opinions and orders, and provide judges with objective legal advice. Summer interns will handle their own case load under the supervision of experienced attorneys. Interns will also have the opportunity to watch oral arguments. A summer internship at the Staff Attorney's Office is ideal for students interested in criminal law and procedure, administrative law, immigration and civil rights issues, as well as those interested in judicial clerkships or appellate work.

**Requirements:** An applicant must be a second-year student at an ABA-accredited law school seeking an internship for the summer preceding his or her third year (or the equivalent for students in non-traditional programs). A successful applicant will have outstanding academic credentials, and superior skills in analysis, research, writing, and editing. Applicants should have a strong interest in criminal law and procedure, administrative law, employment law, and civil rights issues. Law review or other legal publication experience is strongly preferred.

**Application Procedures:** A complete application package contains a **cover letter**, resume, law school transcript, one writing sample (unedited by another person), and contact information for two references (at least one of whom can comment on your writing). The application package should be submitted via email to [sao\\_applications@ca2.uscourts.gov](mailto:sao_applications@ca2.uscourts.gov). Include the reference number FY 17-02 in the subject line of your email.

APPLICANTS MUST BE U.S. CITIZENS OR LAWFUL PERMANENT RESIDENTS SEEKING U.S. CITIZENSHIP. FOR DETAILS ABOUT THE CITIZENSHIP REQUIREMENTS FOR EMPLOYMENT IN THE FEDERAL JUDICIARY, CLICK [HERE](#). THOSE SELECTED FOR THE POSITION ARE SUBJECT TO A BACKGROUND CHECK. THE FEDERAL JUDICIARY IS AN EQUAL OPPORTUNITY EMPLOYER.