



2023-24

# Public Defender Handbook

# Public Defender Handbook 2023-2024

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## **CAREERS IN PUBLIC DEFENSE**

At NYU, we encourage students to live a life of public service, and being a public defender is a high calling. On a human level, it can be one of the most rewarding jobs a lawyer can have. On a practical level, public defenders acquire significant transferable skills and experience, including arguing in court; interacting with clients, opposing counsel, and judges; and juggling multiple priorities and cases. Finally, in the challenging public interest job market, public defender offices are dependable sources of jobs.

If you are just starting to think about a career in public defense, you likely have many questions about what this means and how to do it. We will try to answer all of your questions in this handbook, but we highly recommend that you meet with a counselor in the Public Interest Law Center (PILC) for individualized guidance based on your specific interests and goals.

### **I. EXPLORING PUBLIC DEFENSE**

A **public defender** is an attorney appointed to represent people who are charged with crimes and unable to afford an attorney. In 1963, the Supreme Court ruled in Gideon v. Wainwright, 372 U.S. 335 (1963), that defendants have a right to counsel in criminal cases. Following Gideon, states established or expanded public defender systems.

Public defender offices vary widely in structure, size, philosophy, approach, and quality, and there are a variety of factors you should consider as you make decisions about where to spend your summers in law school and where to start your career. In addition to criminal defense, there are also other types of defense that you may want to consider exploring as a law student and/or as a new attorney.

#### **A. Characteristics of Public Defender Offices**

**Structure** – The structure and organization of public defender offices varies by state. Some states have a centralized system with uniform hiring procedures and training, while others have systems organized by county or Judicial Circuit. Some large cities, like New York City, may have several offices with public defense contracts. Furthermore, some states have elected public defenders, while others have appointed public defenders.

**Philosophy of representation** – Public defender offices also have varying philosophies of representation, including the extent to which attorneys treat clients as full partners in managing cases and defer to their wishes on matters going beyond those assigned by law and ethical rules. For example, offices differ on how much they involve the client in developing a theory of the case. Offices that try to involve the client fully in representation and defer to the client on most matters often refer to themselves as “**client-centered**.”

**Extent of representation** – While most public defender offices focus solely on criminal defense representation, some seek a broader mandate of “**holistic**” representation. These offices provide legal representation to their clients not only in criminal cases, but also in civil cases related to housing, immigration, benefits, and family law issues. At the core of holistic advocacy is the

understanding that clients come into the criminal justice system with a host of social, economic, and legal problems, all rooted in poverty. Holistic offices typically take a team approach to representation, with social workers playing an integral role (although many traditional public defender offices also now employ full-time social workers). Holistic advocacy also means being a part of the client community and collaborating with community partners to address broader systemic problems that lead to over-incarceration and arrests.

New York City has led the country in establishing holistic public defender offices, and two of these offices—[The Bronx Defenders](#) and [Neighborhood Defender Service of Harlem](#) (NDS) were founded by NYU alumni.

**Other factors to consider** – In addition to the considerations described above, other factors to consider when evaluating and comparing public defender offices include:

- Supervision
- Training
- Caseload
- Salary and benefits
- Attrition
- Entry-level hiring (and size of entry-level fall class)
- Whether attorneys can attend national conferences and trainings
- Office reputation
- Whether new attorneys handle misdemeanors only or misdemeanors and felonies
- How often new attorneys go to trial
- Availability of investigative support and resources for experts
- Plea philosophy
- Zealousness of advocacy
- Vertical vs. horizontal representation
- Jurisdiction’s approach to criminal justice (e.g., “tough on crime” vs. invested in problem-solving courts) and composition of jury pool
- Collegial vs. tense relationship with the DA

## **B. Alternative Types of Defense**

While the term “public defender offices” in this handbook refers to state-level, trial-level criminal defense offices, there are other types of defense, such as family, juvenile, capital, appellate, and federal defense. Some public defender offices have divisions that provide other types of defense, and some organizations *only* provide one or more of these alternative types of defense. Another related field is criminal justice reform. If you know you want to spend your 2L summer in criminal defense, you may want to explore one of these related fields as a 1L.

### **i. Family Defense**

Family defenders are appointed by the court to represent indigent respondents, primarily parents, in abuse, neglect, and termination of parental rights proceedings in Family Court. In these cases,

the government is asking the court for permission to remove the child from the home, to monitor the child's home, or to terminate the parents' rights. Family defenders spend the majority of their time in court. They litigate regularly to seek the return of children to their parents' care and to defend parents against the allegations in the government's petitions.

Some public defender offices represent parents in child protective and termination proceedings. For example, in New York City, three of the public defender offices also have family defense practices—[Brooklyn Defender Services](#) (BDS), [The Bronx Defenders](#), and [The Neighborhood Defender Service of Harlem](#) (NDS)—which take cases in their respective jurisdictions. The [Center for Family Representation](#) also represents parents in child protective and termination proceedings, taking non-Harlem cases in Manhattan and serving as the only institutional provider in Queens. All of these offices hire students out of law school, directly and/or through fellowships (see Section III: Getting Hired for more information about fellowships).

If you are interested in exploring family defense during law school, consider taking the [Family Defense Clinic](#) as a 2L or 3L. You also may want to intern at one of the NYC organizations listed above or at one of the other offices around the country that has a family defense practice, such as [East Bay Family Defenders](#) in the Bay Area, started by two NYU Law alumnae.

## **ii. Juvenile Defense**

Juvenile defenders represent juveniles in delinquency actions. Delinquency is technically a civil matter adjudicated in Family Court, but juveniles accused of delinquency are entitled to lawyers, and many states provide them through the public defender office. In New York City, the [Legal Aid Society's Juvenile Rights Practice](#) (JRP) handles the vast majority of delinquency cases, in addition to representing *children* in abuse and neglect proceedings. JRP does some entry-level hiring, but new attorneys are assigned to handle abuse and neglect cases, not delinquency cases. Other public defender offices with juvenile defense practices may hire out of law school either directly or through fellowships.

If you are interested in juvenile justice more broadly, consider policy and law reform organizations like the [Juvenile Law Center](#) in Philadelphia, the [Youth Law Center](#) in San Francisco, and the [National Juvenile Defender Center](#) (NJDC) in Washington, D.C. Or, you may want to consider organizations that represent individual clients in delinquency matters *and* work to address systemic problems, like the [Louisiana Center for Children's Rights](#) in New Orleans. Further, some organizations focus on youth rights more broadly, with projects on juvenile justice, such as the [National Center for Youth Law](#) in Oakland, California. All of these organizations offer internships and host students for project fellowships. The [Juvenile Law Center](#) and [NJDC](#) also offer organization-based fellowships. For more information about fellowships, see Section III: Getting Hired.

A great resource for students considering careers in public defense is NJDC's [Juvenile Defense Policy and Practice Resource Guide](#). It provides a comprehensive overview of juvenile defense, including tips for preparing for and getting a job in juvenile defense, as well as a list of Juvenile Defense Policy and Practice Organizations by state.

If you are interested in exploring juvenile defense during law school, consider taking the [Juvenile Defender Clinic](#) as a 3L or interning with JRP or another public defender office that has a juvenile defense practice. You can also get good experience representing juveniles at suspension hearings through the [Suspension Representation Project](#) (SRP).

### **iii. Capital Defense**

Capital defenders represent people charged with capital crimes, either at the trial level or post-conviction. Many capital defense offices also utilize other advocacy strategies, like legislative advocacy and community education, to achieve systemic change. Capital defenders may work at the state or federal level.

Some state-level public defender offices handle capital cases, and many federal public defender offices have Capital Habeas Units. However, there are also a number of distinct nonprofits that take on capital representation at the state and/or federal level. Some of these include [Equal Justice Initiative](#) (EJI) in Montgomery, AL; the [Center for Death Penalty Litigation](#) in Durham, NC; and the [Capital Appeals Project](#) (CAP) and [Louisiana Capital Assistance Center](#) (LCAC) in New Orleans, Louisiana. Each of these offices takes on post-graduate fellows through organization-based fellowships and/or by sponsoring students for project fellowships. For example, EJI offers a fully-funded (including benefits) [2-year fellowship](#) for recent law school graduates. For more details about hiring for fellowships and internships, see Section IV: Public Defender Offices.

The Berkeley Law and Death Penalty Clinic compiles a detailed [list of internships and jobs in capital defense](#).

If you are interested in exploring capital defense during law school, consider taking the [Equal Justice and Defender Externship](#) as a 3L (*note: not offered 2023-24*) and/or interning at one of offices described above.

### **iv. Appellate Defense**

Some public defender offices have appellate practices, while others do not. Attorneys in offices with appellate practices may start out doing trial-level work and then transition into appellate work. Less commonly, attorneys may begin their careers at the appellate level and later choose to transition into trial work. If you prefer research and writing to standing up in court on a daily basis, you may want to consider appellate representation. Some public defender offices, like [Colorado](#) and [Rhode Island](#), offer internships in their appellate practices.

In New York City, the three offices that specialize in appellate representation are the [Office of the Appellate Defender](#) (OAD), the [Center for Appellate Litigation](#) (CAL), and [Appellate Advocates](#). The Legal Aid Society also has a [Criminal Appeals Bureau](#). All three of the specialized offices hire 3Ls for entry-level positions or fellowships, and they also all hire summer interns. For more information, see Section IV: Public Defender Offices.

If you are interested in exploring appellate defense during law school, consider taking the Criminal Appellate Defender Clinic, which partners with OAD. For details, see [NYU Law's](#)

[website](#) and [OAD's website](#). You also may want to intern with one of the other NYC appellate defenders or with an appellate defense practice in another state's public defender office.

#### v. **Federal Defense**

Federal defenders are public defenders who represent indigent defendants charged with federal (as opposed to state) crimes. In New York City, [Federal Defenders of New York](#) represents clients in the Southern and Eastern Districts of New York.

Most federal defender offices, including Federal Defenders of New York, do not hire directly out of law school for Assistant Federal Public Defender positions. Two notable exceptions are [Federal Defenders of Eastern Washington and Idaho](#), which hires 3Ls and recent graduates for fellowship positions, and [Federal Defenders of San Diego](#), which interviews students for post-graduate positions, as well as internships, at the [Equal Justice Works Conference and Career Fair](#) (EJW Fair) and at the [PILC Fair](#). However, about half of all federal defender offices do consider law graduates for Research & Writing (R&W) positions. After a year or two, many R&W attorneys are hired as Assistant Federal Public Defenders. All job openings in the federal defender system are listed at <https://www.fd.org/employment>.

If you are interested in exploring federal defense during law school, consider taking the [Federal Defender Clinic](#), which partners with Federal Defenders of New York, or interning at one of the federal defender offices around the country.

#### vi. **Law Reform Organizations**

If you are interested in criminal justice but do not want to represent individual clients, you may want to consider law reform organizations. For example, the [ACLU](#) and the [Brennan Center](#) work on cutting-edge criminal justice issues through litigation and other advocacy approaches. Additionally, "special" or "strategic" litigation units at offices like the [Legal Aid Society](#), [BDS](#), and [The Bronx Defenders](#) undertake affirmative criminal justice litigation. Other NYC organizations that focus on criminal justice issues through a variety of projects and strategies include the [Vera Institute of Justice](#) and the [Center for Court Innovation](#).

Many of these organizations offer internal fellowships or sponsor candidates for project fellowships. For general information about fellowships, see Section III: Getting Hired and PILC's [Post-Graduate Fellowship Handbook](#). For more information about fellowship positions at these offices, visit their websites and check [PSJD](#) for postings.

If you are interested in exploring reform work during law school, consider interning at the organizations listed above (or similar organizations) and taking the [Racial Justice and Abolition Clinic](#), which partners with the ACLU (including its [Criminal Law Reform Project](#)); the [Brennan Center Public Policy Advocacy Clinic](#), which partners with the Brennan Center; the [Racial Equity Strategies Clinic](#), which partners with the [NAACP Legal Defense and Educational Fund](#); and [Civil Rights in the Criminal Legal System](#). A newer clinic, which combines direct representation and community-centered lawyering, is the [NDS Police Accountability Externship](#).



## II. PREPARING TO BE A PUBLIC DEFENDER

If you are considering a career in public defense, use your time in law school wisely to develop the critical skills and knowledge you will need, most importantly:

1. **Strong personal qualities and interpersonal skills**, including integrity and good judgment, as well as an ability to be both assertive and compassionate. Public defenders must be able to empathize with, relate to, and communicate with a broad range of people. Public defenders should also be courageous, flexible, creative, tenacious, persuasive, comfortable with ambiguity, and willing to be unpopular.
2. **Strong analytic skills**, especially the ability to absorb and integrate large amounts of information and to identify quickly the strengths and weaknesses of a case.
3. **Strong oral advocacy skills**, including the ability to think quickly on one's feet and to speak persuasively to judges and jurors.
4. **Knowledge of criminal law and awareness of the political and social issues** that relate to the criminal justice system.

**Language skills** may also be extremely helpful if you plan to work in public defender offices that serve large immigrant communities.

During law school, you should select internships, courses, clinics, and other activities strategically to help you gain these skills, and you should also start building a network within the public defense community.

### A. Opportunities at NYU

NYU Law offers a variety of courses, clinics, and student groups dealing with criminal justice issues. For an overview of criminal justice opportunities at NYU Law, see <http://www.law.nyu.edu/areasofstudy/criminal>. (Note that this website is not exclusive to criminal defense opportunities, as it covers criminal justice more broadly.)

Some of the **courses** you should take to prepare you to be a public defender include Evidence, Criminal Law, and Criminal Procedure. In fact, taking these courses is *required* to work at some public defender offices. At NYU, there are several different Criminal Procedure courses, and you can fulfill your professional responsibility requirement with Professional Responsibility in Criminal Practice Seminar. Other relevant courses you might want to consider (if offered) include Eighth Amendment Law and Litigation, Criminal Litigation, Sentencing Seminar, The Executive and Criminal Justice Reform Seminar, The American Penal State Seminar, and Policing, Inequality, and Law Colloquium. The Trial and Appellate Advocacy Simulation, while not focused exclusively on criminal law, may also be a useful course for developing trial advocacy skills, which public defender offices often look for in candidates.

*\*A note on grades: State-level public defender offices tend not to focus on grades (whereas some federal defender offices may be grade-conscious). Some never even request a transcript before making a job offer. That said, while an office may not mind a B- in Income Tax, a C in Evidence may be a source of concern during your interview, so prepare to explain it.*

**Clinics** are a wonderful way to gain practical experience working with clients and developing trial advocacy skills. Further, many public defender offices *expect* to see that applicants have participated in clinics. The law school offers the [Criminal Defense and Reentry Clinic](#) in addition to clinics focused on [juvenile](#), [family](#), [federal](#), [appellate](#), and [capital](#) defense, as well as clinics focused on criminal justice reform with the [ACLU](#), the [Brennan Center](#), and the [NAACP LDF](#) (see Section I(B): Alternative Types of Defense for more information).

By participating in **student groups**, you can meet students with similar interests, tackle systemic issues within the criminal justice system, network with public defenders, and gain experience representing clients. Student groups that may be of interest to you include [Ending the Prison Industrial Complex](#) (EPIC) and the [Suspension Representation Project](#) (SRP). You should also join the [Defender Collective](#) to meet like-minded students and to learn about opportunities in public defense.

Finally, consider joining [Moot Court Board](#) to develop your oral advocacy skills.

## **B. Internships**

If you are considering a career in public defense, you should plan to intern in a public defender office for several reasons: 1) to find out if you enjoy the work, 2) to gain valuable experience for the post-graduate job search, and 3) to make an impression on potential future employers. Many offices give preference to students who have interned with them for post-graduate jobs. Some offices even expedite their hiring processes for current and/or former interns.

You may intern at a public defender office during your 1L summer, your 2L summer, or both. Keep in mind that 2Ls are often able to appear in court under student practice orders and may even have an opportunity to handle misdemeanor trials. Therefore, it is a good idea to spend your 2L summer at a public defender office if you plan to apply to public defender offices as a 3L. You also may want to consider taking on term-time internships with public defender offices in New York City in order to gain additional experience and to see how different offices operate.

Almost all public defender offices hire interns, both during the school year and during the summer. Factors to consider when selecting an office include the quality of the work they let students do, the quality of the office overall, and the likelihood that they will consider hiring you permanently in the future. You should meet with a counselor in PILC, as well as with your clinic professors, to discuss which offices might be the best fit for you. [PILC intern reports](#) can also give you a good sense of the types of assignments and the quality of supervision you will get at different organizations, as well as whether students felt that they had good overall experiences. The [Defender Collective](#), a student group, is also a valuable source of information.

*\*A note on prosecution internships: If you are interested in criminal justice broadly and considering an internship at a prosecutor's office, keep in mind that this may affect your ability to get an internship or job at a public defender office in the future. Talk to a PILC counselor before making your decision.*

For more details about applying for internships, see Section III: Getting Hired.

### **C. Networking**

One of the easiest ways to build your network in the public defense community during law school is to reach out to alumni/ae who are in this field. When reaching out, you may ask for a brief conversation about their work and office, or you may ask to shadow them for a day. Spending a day with a public defender will allow you to form a relationship with someone who may serve as a mentor, to see an office where you may want to apply, and to experience a day in the life of a public defender, all of which are valuable to your decision-making process, your education about the field, and your eventual application for jobs. For more information on how to network, see the [JD Job Search Handbook](#).

### **III. GETTING HIRED**

Whether you are looking for an internship or a post-graduate job, there are many opportunities to get involved in public defense. This section will provide suggestions to help you get your dream job or internship, and you can find sample application materials and suggested timelines in the appendices. You also should plan to meet with a counselor in PILC to get tailored advice based on your individual goals and interests.

#### **A. Internships**

A number of public defender offices interview 2Ls through Fall On-Campus Interviewing (OCI) and/or at the [Equal Justice Works Conference and Career Fair](#) (EJW Fair), which is being held virtually this fall. Many offices also participate in the [Public Interest Legal Career Fair](#) (PILC Fair) in February, interviewing both 1Ls and 2Ls for internships. For those offices that do not participate in job fairs or OCI, look for postings on [PSJD](#) and [Idealist](#), and check out each office's website, which usually describes the internship program and explains how to apply. You can also find information about internships at public defender offices that hire pre-bar in the next section of this handbook.

Most offices will interview out-of-state candidates for internships by phone or Skype. (See below and [Appendix C](#) for interview tips.) Keep in mind that for internships, you probably will only have one interview lasting between 20 minutes and an hour, and the interview likely will not require substantive knowledge or involve hypotheticals or simulations (though this varies by office). In addition to reviewing the interview tips in this handbook, consider scheduling a mock interview with a PILC counselor before your interviews.

2Ls should begin applying for summer internships in early September. 1Ls should start looking as soon after December 1 as possible, but most 1Ls will get their summer internships through the [PILC Fair](#) on February 8 & 9, 2024. For more information on how to structure your internship search, see [Appendix A: Suggested Timelines](#).

#### **B. Post-Graduate Jobs**

Many public defender offices hire entry-level classes each year, so their hiring is fairly standardized. Happily, the most selective and highest quality public defender offices eagerly recruit NYU students for permanent positions. For a list of offices where NYU 3Ls have been hired in the last 6 years, see [Appendix D](#). Another way to begin a career in defense is through a fellowship.

##### **i. Entry-Level Hiring**

Many offices (including most of the NYC offices) begin their hiring processes in the fall for the following fall, requiring students to take the first bar exam after graduation, but allowing them to practice as law graduates pending admission. Other offices—most notably, those in California—require applicants to pass the bar before making offers, but these jurisdictions may still hire 3Ls as

“law clerks” or volunteers pending bar exam results. (For more information, see California in Section IV: Public Defender Offices.)

Many offices interview 3Ls at the [EJW Fair](#) in October, and some participate in Fall OCI. A few also interview 3Ls at the [PILC Fair](#) in February. For those offices that do not participate in job fairs or OCI, look for postings on [PSJD](#) and [Idealist](#), and check out each office’s website, which usually outlines how to apply for entry-level positions. You can also find a list of public defender offices that recruit 3Ls in the next section of this handbook.

Most offices have a multi-stage hiring process for entry-level positions, including an initial screening interview (which may take place at one of the job fairs or through OCI, described above), followed by a panel interview, and sometimes a final interview with the chief public defender or Executive Director. Any of these interviews may involve hypothetical questions, and panel interviews may require the applicant to perform a mock client interview, arraignment, bail argument, cross-examination, opening statement, or summation.

For tips on preparing for interviews and simulations, see “Interview Tips” below, as well as [Appendix C: Additional Interview Tips](#). You should also consider scheduling a mock interview with a PILC counselor before your interviews.

## ii. **Fellowships**

There are a limited number of organization-based and project fellowships available to graduating 3Ls interested in public defense and criminal justice reform.

**Organization-based fellowships** are essentially entry-level, time-limited (usually 1 or 2 years) attorney positions. While a few defender offices refer to their entry-level attorneys as fellows, most criminal justice organization-based fellowships are offered by law reform organizations or clinical teaching programs and may focus on specialized areas of defense, like juvenile defense or capital defense. Some examples of organizations that offer these types of fellowships include:

- [Equal Justice Initiative](#)
- [Georgetown Law School Clinical Program \(E. Barrett Prettyman and Stuart Stiller Fellowship Program\)](#)
- [National Juvenile Defender Center \(Gault Fellowship\)](#)
- [Juvenile Law Center \(Zubrow Fellowship\)](#)

**Project fellowships** require the student to develop a project in conjunction with a host organization and then to apply to outside sources for funding. Policy and law reform organizations, as well as some public defender offices (see below), may serve as host organizations for candidates applying for these fellowships. The primary project fellowships are the [Skadden Fellowship](#), the [Equal Justice Works \(EJW\) Fellowship](#), the [Justice Catalyst Fellowship](#), the [Soros Justice Advocacy Fellowship](#), [Kirkland & Ellis](#) (for NYC-based projects), and the [NYU Public Interest Law Center Fellowship](#).

It is important to note that while **Skadden** and **EJW** will not fund criminal defense representation, they will fund projects designed to assist individuals involved in the criminal justice or juvenile

justice systems. As a result, criminal justice policy and law reform organizations, as well as civil legal services organizations that represent individuals who are or have been involved in the criminal/juvenile justice systems, often host candidates for these fellowships. Similarly, holistic public defender offices, such as those in NYC, often are successful in obtaining Skadden and EJW Fellows because candidates can provide other forms of advocacy and representation to individuals with criminal cases. In contrast, the **Soros Justice Advocacy Fellowship** is specifically designed for candidates proposing criminal justice reform projects, and the Justice Catalyst Fellowship funds innovative fellowships in a variety of areas.

For more information on fellowships, check out [PILC's Post-Graduate Fellowship Handbook](#).

### C. Application Tips

The most important thing to remember when putting together your applications to public defender offices is to convey your **commitment** to public defense and public interest, as well as the **experience** you have that demonstrates the **skills and qualities** important to public defender offices (e.g., oral advocacy skills, trial experience, ability to relate to and communicate with indigent clients, etc.).

Additionally, keep in mind the following tips:

- If you are a 1L without prior work experience, consider including **volunteer or other public service activities** in the “Experience” section of your resume.
- Generally speaking, **do not include grades or GPA** on your resume. Typically, public defender offices do not care about your grades. If they do, they will ask for your transcript.
- Do not forget to include **language skills** in your resume and cover letter, which may be valued highly by public defender offices that serve large immigrant communities.
- If you have worked in a **prosecutor’s office**, address this in your cover letter if it is on your resume. Speak with a PILC counselor for advice and review sample cover letters in Appendix B.
- **Personalize your cover letter**, if possible, without omitting your relevant skills. Think about experiences that you have had or personal qualities that will make your application stand out. If you can include information about your background that connects you to working in public defense, an anecdote about a particularly memorable client or situation, or other information along these lines, it may make your cover letter more memorable to an employer who is reading a stack of very similar applications.
- Learn about the offices you are applying to and try to **tailor your materials** to each individual office, as much as possible.
- Do not forget to **check the name and contact information** in each cover letter. A surprising number of students inadvertently address applications incorrectly, which is never good form.

- When selecting **references**, try to choose a range of people who know you in different ways or who can highlight different strengths—e.g., a professor, a clinical supervisor, and an employer. Most importantly, choose the people who know you well and who will give you the best recommendations!
- When selecting a **writing sample**, while you may use your first-year Lawyering memo, it is even better to include something you have written for an internship or clinic, especially on a topic relevant to criminal defense or criminal justice.

#### D. Interview Tips

Remember the basics, which apply to all interviews:

- **Find out everything you can about the office**, including its size, structure, and philosophy. Review its website in detail, read intern reports, and try to speak with someone who works there (preferably an NYU alum). Try to apply this knowledge in your answers, and especially when asking questions at the end of the interview.
- **Bring extra copies** of your resume, writing sample, transcript, and reference list.
- Send a **thank you note** or email following the interview.

During the interview, remember to communicate your **passion and enthusiasm** for being a public defender and keep in mind the **qualities** that public defender offices want to see. In addition to strong personal qualities and interpersonal skills, strong analytic skills, oral advocacy experience, and knowledge of and commitment to criminal justice (see Section II: Preparing to Be a Public Defender), public defender offices typically are looking for candidates who are:

- **Zealously client-protective** and willing to do all that they can, within the bounds of the rules of ethics, to produce the best result for their client
- **Very respectful of the client's decision-making prerogatives**, not only deferring to the client on matters that ethics rules allocate to the client (i.e., whether to plead guilty, whether to testify, and what sentence to seek), but also treating the client as a partner on matters that are technically assigned to counsel for determination but on which the client might have a strong view (e.g., choosing a theory of the case)
- **Able to relate to, earn the trust of, and be patient with clients**, including those who may have mental health issues or who may be angry or untrusting

In public defender interviews, especially second- and third-round panel interviews for entry-level positions, you may have to deal with hypothetical questions and simulations. See [Appendix C](#) for tips for these types of interviews, as well as common questions asked in screening interviews.

Finally, don't forget that you can request **mock interviews** with PILC or meet with a PILC counselor for advice before any of your public defender interviews!

#### **IV. PUBLIC DEFENDER OFFICES**

The following list includes state trial-level public defender offices that typically take applications from 3Ls for entry-level positions. Exceptions include two fellowships (Equal Justice Initiative and Prettyman), three appellate offices in NYC (the Center for Appellate Litigation, the Office of the Appellate Defender, and Appellate Advocates), two federal defender offices (Federal Defenders of San Diego and Federal Defenders of Eastern Washington and Idaho), one family/juvenile defense organization (the Center for Family Representation), and two capital defender offices (the Capital Appeals Project and the Center for Death Penalty Litigation), all of which typically hire 3Ls. Finally, selected offices that hire for “post-bar clerkship” programs, as opposed to entry-level staff attorney positions (primarily in California), are also included.

Please keep in mind that other offices around the country offer wonderful internship programs. To find out about any office’s internship program, review the PILC intern reports, speak with a PILC counselor, and check the office’s website.

In the list below, to view an office’s website, click on the office’s name. Links with additional information about hiring, internships, and applications, where available, are included in the information below each office’s name. When known, application deadlines are indicated in bold, but be sure to check the office’s website for the most up-to-date information, as timelines may shift. Finally, the names of NYU alumni from the last 15 years hired by each office are also included. Many of these alumni were hired by these offices as 3Ls and, thus, may no longer work in the offices for which they are listed. When possible, alumni who currently work in these offices have been added to the relevant lists.

Some of the offices below handle alternative types of defense, indicated where relevant. For additional information about these divisions, check each office’s website. For general information about family, juvenile, capital, appellate, and federal defender offices, see Section I (B): Alternative Types of Defense.

For information about fellowships, see [Section III: Getting Hired](#).

To see how many 3Ls have been hired by the employers included in this section, and others, over the last 6 years, see [Appendix D](#).

For more general information about public defenders in various cities, please refer to the resources of the [National Legal Aid and Defender Association](#) (NLADA), which represents legal aid and defender programs throughout the country. Its website contains many resources for public defenders, as well as job postings.



## ALABAMA

### Equal Justice Initiative (EJI)

122 Commerce Street  
Montgomery, AL 36104  
334.269.1803

The Equal Justice Initiative is a private, 501(c)(3) nonprofit organization that provides legal representation to people who have been illegally convicted, unfairly sentenced, or abused in state jails and prisons. EJI challenges the death penalty and excessive punishment and provides re-entry assistance to formerly incarcerated people. The office has criminal justice reform, racial justice, anti-poverty, and public education initiatives. EJI is committed to ending mass incarceration and excessive punishment in the United States, to challenging racial and economic injustice, and to protecting basic human rights for the most vulnerable people in American society.

Hiring: EJI offers a fully funded (including benefits) 2-year fellowship for recent law school graduates. The application for the Fall 2024 fellowship opens on August 1 and closes on **November 7, 2023**. To apply, students should send a letter of interest and a resume to Mickey Hubbard at [mhubbard@eji.org](mailto:mhubbard@eji.org). For details about the fellowship, see <https://eji.org/employment/legal-fellowship/>.

Summer Legal Clerkships: EJI has not hosted an internship program in the last few years. However, in the past, the office offered a 10-week program to 1Ls and 2Ls, with applications accepted from October through **January 1**. Details about the clerkship, including how and when to apply if it is offered, may be found here: <https://eji.org/employment/summer-legal-internship/>.

Alumni: Eric Brown '21, Danielle Allyn '20, Sophia Henager '20, Kayla Vinson '19, Daniel Loehr '18, Sofia McDonald '18, Adam Murphy '17, Evan Milligan '16, Amada Bass '15, Brooks Emmanuel '15, Terron Ferguson '15, Luke Fredericks '15, Evan Parzych '12, Ryan Becker '11, Claudia Flores '11, Ben Schaefer '11, Stephen Chu '08, Brandon Buskey '06

## ALASKA

### Alaska Public Defender Agency

900 West 5<sup>th</sup> Avenue, Suite 200  
Anchorage, AK 99501  
907.334.4400

The Alaska Public Defender Agency has 13 offices organized by region. In addition to providing criminal defense, the agency has an [Appellate Division](#) and a [Civil Division](#), which represents parents in child welfare cases, juveniles in delinquency proceedings, and individuals who may be hospitalized or medicated against their will.

Hiring: The Alaska Public Defender Agency plans to hire four entry-level attorneys for 6-month contracts to start at the end of August 2024. Hiring will begin in September 2023, and applications are accepted on a rolling basis. Selected applicants will be placed in either the Palmer or Anchorage office. The expectation is that these attorneys will be hired for permanent positions during, or even before, the 6-month term. Additionally, the office may hire permanent entry-level attorneys in the spring of 2024, depending on available openings. For additional information, including application instructions, see <http://doa.alaska.gov/pda/Employment/attorneys.html>.

Internships: Alaska offers a 12-week certified legal internship program to 2Ls who have completed a course in Evidence. Once certified, interns can represent clients in misdemeanor matters; interns often are given a caseload of their own to handle. Hiring takes place on a rolling basis beginning in September. *Candidates selected early in the process will have more office placements available to select from, as positions within each office are filled as interns are hired.* For details, including how to apply, see <http://doa.alaska.gov/pda/Employment/Intern-Program/Legal-Interns.html>.

Alumni: Lars Johnson '09

## **CALIFORNIA**

Many California county public defender offices have “post-bar clerkship” programs. These are essentially internships that begin after the July bar exam. In some counties, graduate clerks are unpaid; other counties pay hourly or offer a stipend or salary. The length of the clerkship varies. In Los Angeles, the position lasts until the day bar results are released. In other counties, clerkships may continue until there are openings for full-time positions, which may vary by office and by year. Most counties require a bar license number to apply, so candidates should gain admission to the bar as soon as possible after passing the bar exam in order not to miss a short application window. Participating in a post-bar clerkship program gives a candidate a greater likelihood of being hired for entry-level positions.

The list below is not comprehensive. If you are interested in a particular county or office, check the office’s website for information about hiring.

### **Alameda County Public Defender**

1401 Lakeside Drive, Suite 400  
Oakland, CA 94612  
510.272.6600

The second public defender office in California, started in 1927, Alameda County Public Defender now has offices in Oakland, Berkeley, Fremont, Hayward, and San Leandro. Their practice consists predominantly of criminal defense litigation, defending adults and juveniles charged with crimes ranging from petty theft to capital murders. The office also defends individuals subject to involuntary psychiatric civil commitments and conservatorships. Additionally, the office represents individuals in certain specialty and collaborative courts, such as homeless court, drug court and mental health court. Alameda County prides itself on its

client- centered work and is committed to holistic defense. They launched California's first Public Defender Immigration Representation Project, a county-wide Clean Slate Program, and L.Y.R.I.C. (Learn Your Rights In California), to educate high school students about their constitutional rights. They have social workers on staff who provide crisis intervention services, identify alternatives to incarceration, and help to link clients with services, housing, and employment upon release.

Hiring: Alameda County hires law graduates as Post-Bar Legal Assistants to perform legal research and writing, conduct client intake interviews, litigate motions, conduct evidentiary hearings, and assist attorneys in case preparation for trial or disposition. Post bars will be placed in multiple branch offices so that they may experience the different types of cases, communities, and court culture associated with each part of this diverse county. The position is a paid (\$33.25/hour), one-year contract with benefits. Screening interviews typically take place in August and September, and callbacks happen between October and December. The office makes hiring decisions between December and January and will send out announcements late January and early February. Alameda County will interview 3Ls at Fall OCI. All inquiries and applications (cover letter, resume, and writing sample of not more than five pages of original writing) should be directed to Shaylana Cleveland, Recruitment Coordinator, at [acpdrecruitment@acgov.org](mailto:acpdrecruitment@acgov.org). For information about applying for Post-Bar Legal Assistant positions, as well as Entry Level Attorney positions (which require admission to the California Bar), see <https://publicdefender.acgov.org/Jobs.page>.

Summer Law Clerk Positions: Internships are open to 2Ls who have completed Evidence and Criminal Procedure, but the office will also take a small number of 1Ls for placement in their Juvenile, Civil Commitment, or Clean Slate units. 2Ls may be certified to appear in court under the state's student practice order. The program places an emphasis on providing opportunities to certified law students to argue motions and appear in court under the supervision of a senior attorney in the office. The office is also actively recruiting 1L and 2L interns for its Immigration Representation Unit. Immigration interns directly assist our attorneys defending individuals facing deportation from the United States, including those who are likely to be targeted for imminent removal. This includes legal research and writing on topics related to eligibility for relief against removal, immigration consequences of criminal convictions, and challenging removability. It also includes working directly with clients and their family members, drafting declarations, preparing witness testimony, gathering evidence, analyzing applicable court rules, country conditions research. Interns also assist in providing Padilla advice to criminal defense attorneys and more. Applications are accepted on a rolling basis, but the process is very competitive, so it is recommended that 2Ls apply early in the fall (August/September) and that 1Ls apply as close to December 1 as possible. Alameda County will interview 2Ls at Fall OCI this year. Applications (cover letter, resume, and writing sample, references welcome) should be directed to Shaylana Cleveland, Recruitment Coordinator, at [acpdrecruitment@acgov.org](mailto:acpdrecruitment@acgov.org). For additional information, see <https://publicdefender.acgov.org/Jobs.page>.

Alumni: Claire Lowinger-Iverson '21, Morgan Janssen '10, Romany McNamara '06

## [Contra Costa County Office of the Public Defender \(CCPD\)](#)

800 Ferry Street  
Martinez, CA 94553  
925.335.8000

Contra Costa County Public Defender (CCPD) represents adults charged with felonies and misdemeanors, juveniles in delinquency proceedings, individuals who have been committed to psychiatric hospitals against their will, and individuals who have been incarcerated under the Sexually Violent Predator Act. They take a [holistic approach](#) to representing clients and have a social work team, an immigration specialist, and an in-house forensics specialist. They also have a [Racial Justice and Diversity Committee](#) that works to ensure that the office aggressively advocates for racial justice and confronts racial bias and discrimination. They use a vertical representation model and have a fast-paced and litigation-heavy practice. They pride themselves on bringing a far higher percentage of cases to trial than other California counties.

Hiring: CCPD offers several compensated post-bar clerkship positions for law school graduates. Applications are due by the third Monday in October (**October 16, 2023**), interviews take place in November, and hiring is completed by January. The post-bar clerkship is a one-year contract position beginning each August and paid at \$32.89/hour. Clerks may leave the position earlier if they are hired as attorneys at CCPD or other offices. While there is no guarantee of an attorney position, many of CCPD's attorneys first served as graduate law clerks. Applications for graduate law clerk positions should include a resume and cover letter directed to Jonathan Laba, Assistant Public Defender, at [CCPDPostBar@pd.cccounty.us](mailto:CCPDPostBar@pd.cccounty.us).

CCPD recently began offering a **Juvenile Post-Bar Clerkship** in its Juvenile Defense Unit, located in Walnut Creek, CA. Clerks, with an interest in and commitment to working with youth, work with attorneys on their cases by interviewing clients, researching and writing pretrial motions, and performing a wide range of other research and case preparation duties. Interested clerks may be assigned to work closely with attorneys engaged in youth defense, with specialty areas in forensics, mental health, racial justice, and post-conviction, and immigration, among others. Clerks certified by the State Bar will have the opportunity to argue motions in court under the supervision of an attorney. The hiring timeline and process is the same as for other post-bar clerkships (see above).

Internships: Every summer, CCPD welcomes a class of 15-20 interns for a 10-week program that provides an in-depth experience of the day-to-day life of a public defender. Internships are open to 1Ls and 2Ls. Interns work closely with attorneys on their cases, which may include interviewing clients and visiting them at the jail; researching and writing pretrial motions; second chairing jury trials; litigating motions in court; and working on a variety of cases including misdemeanors, felonies and juvenile. Interns receive a comprehensive orientation at the beginning of their clerkship, and each intern is paired with an attorney mentor. The office accepts applications on a rolling basis beginning in the fall, with a deadline of **January 31**. 2Ls should apply early. The office completes hiring by early in the spring semester. Applications (resume and cover letter) should be sent to Ms. Jermel Thomas at [CCPDInternships@pd.cccounty.us](mailto:CCPDInternships@pd.cccounty.us). For more information, see <https://www.cocopublicdefenders.org/internships>. The office also hosts law students from

around the country for term-time internships. Applications are accepted on a rolling basis and should be sent to [CCPDInternships@pd.cccounty.us](mailto:CCPDInternships@pd.cccounty.us).

Alumni: Sarah MonPere '06, Diana Garrido '05

### **Los Angeles County Public Defender**

210 West Temple Street  
19-513 Clara Shortridge Foltz Justice Center  
Los Angeles, CA 90012  
213.974.2811

The Los Angeles County Public Defender is a law office established and funded by the County of Los Angeles. It has 32 office locations throughout the county and over 700 attorneys. In addition to representing individuals who are accused of public offenses, the office represents juveniles in delinquency and “wardship” proceedings (e.g., due to habitual truancy or “incurability”), individuals who are involuntarily detained in medical facilities in a variety of mental health proceedings, and individuals who are subject to contempt proceedings for violating court orders. The office also has an Immigration Unit, which helps L.A. County residents assess the potential adverse immigration consequences of prior conviction(s) and evaluate if post-conviction relief may be available to help an individual eligible for DACA, Naturalization, or other forms of relief.

Hiring: L.A. County offers a 16-week post bar Senior Law Clerk Program beginning in the fall (2024) and spring (2025). Program participants are paid hourly. The office may conduct informational interviews with 3Ls at Fall OCI but will be unable to extend offers at that time. Potential candidates must submit an application online and participate in the formal interview process. Interested students are encouraged to direct any inquiries to Jac’queline Baskerville, Head Deputy of Recruitment, at [JBaskerville@pubdef.lacounty.gov](mailto:JBaskerville@pubdef.lacounty.gov), or Paris Lewis, Recruitment Coordinator, at [PLewis@pubdef.lacounty.gov](mailto:PLewis@pubdef.lacounty.gov). Senior Law Clerks are given priority consideration for entry-level attorney positions upon successful completion of the program. To apply, and for more information regarding requirements, timelines, and deadlines, see: [https://www.governmentjobs.com/careers/lacounty/jobs/3683282/senior-law-clerk?department\[0\]=PUBLIC%20DEFENDER&sort=PositionTitle%7CAscending&pagetype=jobOpportunitiesJobs](https://www.governmentjobs.com/careers/lacounty/jobs/3683282/senior-law-clerk?department[0]=PUBLIC%20DEFENDER&sort=PositionTitle%7CAscending&pagetype=jobOpportunitiesJobs).

Summer Law Clerk Program: L.A. County offers a 10-week program open to 1Ls and 2Ls. To apply, send a resume and cover letter to Jac’queline Baskerville, Head Deputy of Recruitment, at [JBaskerville@pubdef.lacounty.gov](mailto:JBaskerville@pubdef.lacounty.gov), or Paris Lewis, Recruitment Coordinator, at [PLewis@pubdef.lacounty.gov](mailto:PLewis@pubdef.lacounty.gov). 2Ls may apply beginning August 1; 1Ls may apply beginning December 1. For details, see <https://pubdef.lacounty.gov/employment-opportunities/>.

Alumni: Constantinos Tsoucalas '22, Kevin Tanaka '20, Susan Cooley '18, Kelly Dreher '14, Morgan Janssen '10, Stephen Borello '08, Carlin Yuen '07

### **Orange County Offices of the Public Defender**

801 Civic Center Drive West, Suite 400  
Santa Ana, CA 92701  
657.251.6090

The Orange County Public Defender provides legal representation to those unable to afford a lawyer in criminal, juvenile, mental health and dependency cases. They also provide a variety of civil programs, including reentry services.

Volunteer Student Program: 3Ls interested in applying for the Post-Bar Volunteer Student Program may apply on a rolling basis beginning in the fall. 1Ls, 2Ls, 3Ls, and LLMS interested in applying for summer volunteer internships should do so by **December 2023**. For more information and application instructions, see <https://www.pubdef.ocgov.com/employment/volunteer-opportunities>.

### **San Bernardino County Office of the Public Defender**

172 West Third Street, 2nd Floor  
San Bernardino, CA 92415-0008  
909.382.3950

The Public Defender represents adults and juveniles charged with misdemeanor or felony crimes, and persons facing involuntary civil commitment for mental disorders or commitment under the Sexually Violent Predator statute. In addition to attorneys, the office employs investigators, social workers, and support staff to provide the best representation for clients. Using a holistic approach, the Public Defender seeks to increase client opportunities for achieving self-sufficiency.

Post-Bar and Summer Clerkships: The office recruits Summer and Post-Bar Law Clerks each year between August and May. Offers are made to Law Clerks on a rolling basis. Summer Clerkships begin in late May and conclude in late August, and Post-Bar Clerkships begin in late August and conclude in early December. For more information and application instructions, visit <https://pd.sbcounty.gov/employment/>.

### **Federal Defenders of San Diego (FSDSI)**

225 Broadway, Suite 900  
San Diego, CA 92101  
619.234.8467

FSDSI is the Federal Community Defender Organization for the Southern District of California based in San Diego, with a branch office in El Centro. Attorneys are appointed to represent indigent persons accused of criminal offenses in federal court. The office's close proximity to the U.S.-Mexico border has a strong influence on its caseload. The majority of its clients are charged with drug and immigration related offenses. Attorneys also have the opportunity to represent clients facing a wide variety of federal charges, including bank robbery, fraud, counterfeiting, child pornography, assault, and firearms offenses. The office also has an appellate department.

Hiring: This is one of the only federal defender offices that regularly recruits directly out of law school (with the exception of offices that hire for Research & Writing positions). FDSDI hires a fall class that starts in September or October, primarily consisting of recent graduates, as well as some attorneys leaving clerkships or fellowships. FDSDI also hires lateral attorneys, often with prior public defender or immigration law experience. Classes may range in size from 3 attorneys to 17, with the average being 6-8 attorneys per class. New attorneys participate in an extensive training program throughout the fall. 3L recruiting typically opens in September, and FDSDI usually conducts interviews at the EJW Fair and at the PILC Fair, in addition to taking applications directly. If selected following a screening interview, applicants will participate in a full-day in-person interview at the office. This consists of interviews with the management team and with three individual attorneys, as well as a “big room” interview that involves a simulated cross-examination and argument on a motion before the district court. The call-back interviews will continue to be remote this year, although in the past the call-back interviews happened in person at the FDSDI office. Applicants are provided case law for the cross and motion the day before and are given the hypothetical the day of the interview with two hours to prepare. For information about attorney positions and application instructions, visit: <https://fdsdi.com/attorneys/>.

Internships: Internships are only open to 2Ls, and it is preferred that students have completed Evidence and Criminal Procedure courses prior to starting the internship. Applications are accepted on a rolling basis, but students are strongly encouraged to submit their materials as early as possible and to make an effort to meet with the office at one of the career fairs. For more information and application instructions, see <https://fdsdi.com/legal-interns/>.

Alumni: Daniel Lee '21, Remy Bogna '20, Carson Baucher '14, Elana Fogel '13, Karen Lehmann '09, Amy Kimpel '09, David Peterson '07, Paul Barr '04

### [San Diego County Public Defender Office](#)

450 B Street, Suite 900  
San Diego, California 92101  
619.338.4700

In 2009, the County of San Diego consolidated indigent defense services into one office with locations throughout the county. Mental health and juvenile court matters are handled by special units within the office.

Hiring: San Diego offers Fall and Spring Post-Bar Clerkship Programs to graduating law students taking the California Bar Exam. The number of post-bar positions is limited. All Post Bars are placed in the Adult Criminal Division in the main office and assigned to the Central Misdemeanor Unit. The Fall and Spring programs begin a week or two after the completion of the July (Fall) or February (Spring) California Bar exams and end the Friday when Bar results are announced. Applications for the Fall 2023 Program are due on **February 9, 2024**, but note that the office typically interviews 3Ls at the EJW Fair. To be eligible for the clerkship, candidates must be “[PTLS certified](#),” which requires completion of Evidence and Civil Procedure. Candidates selected for this program will receive funding to assist in defraying living

expenses. For additional details, including application instructions, see [https://www.sandiegocounty.gov/content/sdc/public\\_defender/Volunteers.html#PostBar](https://www.sandiegocounty.gov/content/sdc/public_defender/Volunteers.html#PostBar).

Internships: Internships are available in the Adult Criminal Division (mostly 2Ls, but 1Ls will be considered) and in the Juvenile Delinquency Division (2Ls only, must be [PTLS certified](#), car required due to Juvenile Court location). Applications are due on **February 23, 2024**, but note that the office typically interviews 2Ls at the EJW Fair. For details about the program and application requirements, see [https://www.sandiegocounty.gov/content/sdc/public\\_defender/Volunteers.html#Intern](https://www.sandiegocounty.gov/content/sdc/public_defender/Volunteers.html#Intern).

Alumni: Jordan Cahn '23, Adam Gardner '11

### **San Francisco Public Defender**

555 7th Street  
San Francisco, CA 94103  
15.553.1671

For over 90 years, the San Francisco Public Defender's Office has provided effective and competent legal representation to people who are charged with a crime and unable to afford an attorney. The office provides legal representation to over 25,000 indigent people charged with crimes each year. In addition to their misdemeanor and felony divisions, the office has a [Clean Slate Program](#), a [Juvenile Unit](#), a [Specialty/Reentry Unit](#), a [Mental Health Unit](#), and an [Immigration Unit](#).

Hiring: In recent years, San Francisco has offered an unpaid one-year post-bar fellowship (replacing its 4-month Volunteer Attorney Program). Fellows spend their first few months working with the office's research attorneys and an experienced felony attorney. Once they pass the bar, many are given the opportunity to handle a misdemeanor caseload (and receive the same training that the office provides for their new misdemeanor attorneys). Fellows may be hired during the course of the fellowship or after the fellowship ends, depending on their qualifications and when positions become available. Students may apply for the fellowship at any point during the year. San Francisco also hires clerks for 987 cases (cases involving life without the possibility of parole) and often hires recent law graduates for these paid, temporary positions. Inquiries may be directed to Jacque Wilson at [jacque.wilson@sfgov.org](mailto:jacque.wilson@sfgov.org).

To be eligible for a Deputy Public Defender position, candidates must be admitted to the California bar, and prior trial experience is strongly considered. For more information about permanent hiring, see <http://sfpublicdefender.org/careers/employment/>.

Internships: The SF Public Defender offers a 12-week internship for 1Ls and 2Ls. Applications are typically accepted on a rolling basis beginning in mid-September. Applications must be submitted online. Candidates with specific interest in working in the Juvenile Unit should indicate that in their cover letters. For more information, including the application, deadlines, and required session dates, see <http://sfinterns.com/>.

Alumni: Semuteh Freeman '13 (Juvenile Unit), Tori Shepherd '11



## COLORADO

### Colorado State Public Defender

1300 Broadway, Suite 400  
Denver, CO 80203  
303.764.1400

The Colorado Public Defender's Office is a statewide agency comprised of 21 regional trial offices, one appellate division, and a central administrative office. Each office has a managing attorney who is appointed by the State Public Defender. Since its creation, the Colorado State Public Defender has placed training at the center of its commitment to excellent criminal defense for its clients. Its thorough, innovative, and rigorous training has made it a national model among indigent defense agencies. All of the training proceeds from the non-negotiable belief that clients are the center of its practices; that positive, respectful and meaningful relationships with clients are central to the office's success as their advocates against the government; and that clients deserve not just a defense, but the best, most informed and skillful defense that the office can give them, regardless of the charges.

Hiring: Colorado expects to hire 75+ entry-level attorneys for fall 2024 and winter 2025 start dates. The application period opens on August 1, 2023, and typically closes **at the end of December**. Interviews are conducted, and offers made, on a rolling basis. Colorado will interview 3Ls at OCI and will attend the EJW Fair. To apply, students should submit a cover letter, resume, and three professional references to Blanca Macias at [blanca.macias@coloradodefenders.us](mailto:blanca.macias@coloradodefenders.us). Colorado is popular for future public defenders because of the opportunity to get litigation and trial experience early in a defender's career and for its nationally recognized training program. Please be aware that flexibility for placement in one of the 21 regional trial offices is an important factor in competitiveness for employment. For additional details on placement, as well as the hiring timeline, desired qualifications, and salary information, see: <http://www.coloradodefenders.us/jobs/attorney-positions/>.

Internships: Colorado offers internships to 1Ls and 2Ls. 2Ls may apply for paid certified internships, which are 12-week summer positions. Certified interns are assigned a caseload and prepare cases and conduct pre-trial and post-trial hearings, and sometimes jury trials, under the supervision of a public defender. The internship provides excellent training and on-the-record trial experience for students. The office hires 24 paid certified interns and many more unpaid certified and uncertified summer interns for a large and social intern class. The application opens on August 1, 2023. To apply for paid certified positions, students should submit a cover letter and resume, and should indicate which of the 21 trial offices they would like to be considered for, to Blanca Macias at [blanca.macias@coloradodefenders.us](mailto:blanca.macias@coloradodefenders.us). Priority for paid positions is given to applicants who are willing to join an office that is not located in the Denver metropolitan area. For details and information about paid 2L summer internships, 1L summer internships and unpaid 2L summer, fall, or spring internships, see: <https://www.coloradodefenders.us/jobs/interns-and-volunteers/>. For information about appellate internships, see: <http://www.coloradodefenders.us/jobs/appellate-interns/>.

Alumni: Lana Dziekonski '21, Benjamin Mills '21, Marigny Nevitt '21, Hana Alicic '20, Lauren Bousmail '19, Jessica Crandall '19, Ariel Deshe '19, Jane Williams '19, Lindsey Wright '19, Caleb Younger '19, Emily Mullin Hills '16, Meghan Morris '11, Michelle Sages '10, Adam Frank '07

## **DISTRICT OF COLUMBIA**

### **Public Defender Service for the District of Columbia (PDS)**

633 Indiana Avenue, N.W.  
Washington, D.C. 20004  
202.628.1200

PDS attorneys represent indigent clients in the majority of the most serious adult felony cases filed in the DC Superior Court every year, clients pursuing or defending against criminal appeals, nearly all individuals facing parole revocation under the DC Code, and all defendants in the DC Superior Court requiring representation at Drug Court sanctions hearings. PDS also provides legal representation to people facing involuntary civil commitment in the mental health system, as well as to many of the indigent children in the most serious delinquency cases, including those who have special education needs due to learning disabilities. In addition, PDS addresses the legal issues and barriers related to the successful community reentry of its clients. It has [seven legal divisions](#): Trial, Appellate, Mental Health, Special Litigation, Parole, Civil Legal Services, and Community Defender.

Hiring: PDS will hire an entry-level class to start in October 2024. The application is open (as of 7/26) and available here: [https://www.pdsdc.org/careers/job-opportunities/job-details/trial-attorney-\(exempt\)](https://www.pdsdc.org/careers/job-opportunities/job-details/trial-attorney-(exempt)). Applications are accepted on a rolling basis until **September 8**. *Early applications are strongly recommended.* The full interview process is three rounds, including a simulated opening statement. First round interviews will start in September and the final round will be with the PDS executive staff in November, with offers being made in November or December. See <https://www.pdsdc.org/careers/legal-recruiting-program> for more information.

Legal Clerkship Program: PDS offers a 10-week summer internship program for around 60 students. Strong preference is given to 2Ls, but the internship is open to 1Ls with relevant pre-law experience. PDS will interview for all of their divisions at OCI, or students may apply directly here: <https://www.pdsdc.org/careers/job-opportunities/job-details/summer-law-clerk>. *Early applications are encouraged.* For additional information, see <https://www.pdsdc.org/careers/law-clerkships>.

Alumni: Madhuri Swarna '19, Kevin O'Sullivan '18, Steven Marcus '16 (Special Litigation), Anokhi Shah '16 (Mitigation Specialist), Pierce Suen '13, Joseph Wong '13, Lauren Johnson '12, Jeffrey Stein '12, Gabe Diaz '09

### **E. Barrett Prettyman and Stuart Stiller Fellowship Program at Georgetown Law**

600 New Jersey Ave., N.W.  
Washington, D.C. 20001  
202.662.9575

The E. Barrett Prettyman and Stuart Stiller Fellowship Program is a two-year fellowship program that combines instruction in the Law Center's graduate school with representation of indigent clients in the local courts of the District of Columbia. The goal of the fellowship is to provide quality representation to adults and adolescents accused of crimes and to provide recent law school graduates with comprehensive education in trial advocacy and clinical teaching. During the first year, fellows try cases and develop their skills under close faculty supervision in the criminal clinics. During the summer, they take classes in clinical teaching and supervision and begin to develop their skills as clinical teachers. During the second year, fellows assume major responsibility of students in the [Criminal Defense and Prisoner Advocacy Clinic](#), [Criminal Justice Clinic](#), and the [Juvenile Justice Clinic](#). In these clinics, 3L students represent defendants in misdemeanor and juvenile cases. Fellows also share in classroom instruction in the clinics. Fellows receive a master's degree in Advocacy upon completion of the program.

Hiring: Fellowships are awarded to three outstanding recent law graduates. Typically, applications are accepted between September 1 and **October 31**. Interviews typically take place in December, and selections are made in late December through early January. For details, including application instructions, see <https://www.law.georgetown.edu/experiential-learning/clinics/graduate-teaching-fellowships/>.

Alumni: Eloisa Cleveland '23, Miriam Thorne '23, Efosa Akenzua '20, Sainath Iyer '18, Zawadi Baharanyi '17, Eboni Blenman '17, Brandi McNeil '13, Lauren Johnson '12, Krystal Quinlan '11, Eli Northrup '11, Cassandra Snyder '10, Shanti Hubbard '09, Alejandro Fernandez '08, Mark Loudon-Brown '07

## **FLORIDA**

Florida has 20 Judicial Circuits, each with its own elected public defender.

### **Miami-Dade Public Defender, 11<sup>th</sup> Judicial Circuit**

1320 NW 14<sup>th</sup> Street  
Miami, FL 33125  
305.545.1600

The Miami-Dade Public Defender's Office is divided into [several divisions](#), including appellate, felony, children's defense, and county court, as well as several specialized units that handle capital litigation, early representation, domestic representation, civil commitment, and civil mental health. The office has a vibrant and collaborative work environment staffed by nearly 200 mission-driven lawyers, plus investigators, mitigation specialists, secretaries, and paralegals dedicated to ensuring equal justice to the more than 60,000 clients they represent each year. The office enjoys a national reputation for excellence by setting the highest professional standards for recruiting and training attorneys. Miami recruits locally and nationally with one goal in mind: putting together a diverse team of outstanding men and women from all racial and ethnic backgrounds who are able to provide high quality representation to their clients. They are nationally recognized for the high caliber of their training program, which includes new hire orientation, weekly training within specific divisions, and monthly training sessions open to all

attorneys. For more details about each of the office's divisions, its history, and more, visit: [http://www.pdmiami.com/our\\_office.htm](http://www.pdmiami.com/our_office.htm).

Hiring: Miami will interview 3Ls through Fall OCI and will also attend the EJW Fair. The deadline to apply directly is **September 30**. The office may also recruit in the spring. Preference is given to students who have participated in, or who plan to participate in, a clinic or externship providing direct representation to indigent clients. For information about attorney hiring and training, as well as application instructions, see: <https://www.pdmiami.com/public-defender/careers-and-internships/attorney-recruiting.page>.

Internships: Miami offers both Certified Legal Internships (CLIs) (for 2Ls only) and volunteer internships (primarily for 1Ls but open to 2Ls). (Please note that NYU Law students are not eligible for certification because the Florida Bar only allows students to appear in court "as part of a law school practice program." However, 2L interns from NYU may participate in every other part of the internship program.) The deadline to apply is **March 15**. For details, including how to apply, see <http://www.pdmiami.com/internshipsprobono.htm>.

Alumni: Ciaran Foley '22, Emma (Rose) Kent '22, Aaron Lee Taylor '22, Aviv Bridge '21, Sam Dunkle '21, Albert Huber '21, Remy Bogna '20, Samantha Cook '20, Kai Fiske '20, Andrew Heaton '20, Princess Umodu '20, Katherine Buckalew '19, Jacob Hansen '17, Eboni Blenman '17, Vivian Pitchik '17, Deborah Prager '16, Marissa Reichel '16, Jesse Dong '15, Christine La Rochelle, '14, Adam Saper '14, Leonard Laurenceau '13, James Moody '10, Rachel Williams '10, Meredith Merkin '10, Ryan Shanovich '09

### **Office of the Public Defender, 15<sup>th</sup> Judicial Circuit (Palm Beach County)**

421 3rd Street  
West Palm Beach, FL 33401  
561.355.7500

Palm Beach County Public Defender is divided into [several divisions](#), including Felony, County, Juvenile, Appeals, and Alternative Specialty Courts (e.g., Drug Court, Mental Health Court).

Hiring: Palm Beach County hires a class of 10-15 entry-level attorneys to start in the trial division every August. The incoming class receives 2 months of training before being transferred into county (misdemeanor) court. Spring graduates should apply **by November**. Applications (resume, writing sample of no more than 10 pages, a draft transcript, and references) should be emailed to [PDPalmBeachApps@pd15.org](mailto:PDPalmBeachApps@pd15.org). Alternatively, students may apply through the EJW Fair. Palm Beach sometimes hires 3Ls for its appellate practice, so interested candidates should apply. The office also occasionally hires a small spring class (2-5 attorneys) to start in March after the February bar. For more information about hiring and training, see <https://pd15.org/JoinTheTeam/>.

Internships: Palm Beach accepts 4-6 interns each summer. Students may apply by emailing a resume, cover letter, writing sample of no more than 10 pages, and (unofficial) transcript to [PDPalmBeachApps@pd15.org](mailto:PDPalmBeachApps@pd15.org) by **late January/early February**. Students may also apply

through the EJW Fair and/or the PILC Fair. For more information, see [https://pd15.org/JoinTheTeam/become\\_an\\_intern.htm](https://pd15.org/JoinTheTeam/become_an_intern.htm).

Alumni: Aaron Voldman '20, Scott Woodall '18, Katherine Pannella '13, Erika Follmer '13, Christopher Fox-Lent '12, Talia Gooding-Williams '12

### **Office of the Public Defender, 17<sup>th</sup> Judicial Circuit (Broward County)**

201 S.E. 6<sup>th</sup> Street, Room 3872  
Ft. Lauderdale, FL 33301  
954.831.8650

Broward County Public Defender has felony, misdemeanor, and juvenile practices. They have approximately 20 felony divisions, and a team of attorneys works in each division. New attorneys start in misdemeanors or juvenile and rotate.

Hiring: Applications are accepted on a rolling basis. Students may email their resume, cover letter, and writing sample to [resume@browarddefender.org](mailto:resume@browarddefender.org), with the student's name in the subject line. Successful applicants must attend an orientation, typically held on the fourth Thursday of the month, at the public defender's office. Qualified candidates then will interview with the hiring committee (typically on the second Thursday of the month), followed by a final interview with the Public Defender. The office requires a 2-year commitment. For additional information, see: <https://www.browarddefender.org/jobs-internships/>.

Internships: Broward County accepts 40+ summer interns. Applications are accepted on a rolling basis, generally through March. To apply, email a resume, cover letter, and writing sample to [internship@browarddefender.org](mailto:internship@browarddefender.org). Additional details may be found here: <https://www.browarddefender.org/certified-legal-internship/>.

Alumni: Andrew Hodgetts '07

### **Office of the Public Defender, 19<sup>th</sup> Judicial Circuit**

1664 S.E. Walton Road, Suite 203  
Port St. Lucie, FL 34952  
772.337.5691

The Office of the Public Defender for the 19<sup>th</sup> Judicial Circuit has 37 attorneys in six offices covering four counties. In addition to representing adults in criminal court, attorneys work in Drug Court, Mental Health Court, and Veterans Court. They also have Client Services Specialists who assist with advocating for clients who have an addiction, mental illness, or developmental disability, as well as an Offender Re-Entry Program and a separate nonprofit called LifeBuilders to help clients for whom small financial barriers may prevent them from achieving their goals.

Hiring: The office hires based on attrition but will accept applications from 3Ls and recent graduates at any time. Interviews may be conducted before a position is available. To apply, send a resume and cover letter to Public Defender Diamond Litty at [Diamond.Litty@pd19.org](mailto:Diamond.Litty@pd19.org)

and complete the [State of Florida Application](#) online. For more information, see <http://www.pd19.org/employment.html>.

**Internships:** The office hires approximately 8 interns across its six offices. Students intern under the supervision of senior attorneys and assist with all aspects of client representation. In addition, students attend monthly staff trainings with the attorneys, attend court, and observe trials. To apply, send a resume and cover letter to Public Defender Diamond Litty at [Diamond.Litty@pd19.org](mailto:Diamond.Litty@pd19.org). For additional information, see <http://www.pd19.org/internships-volunteers.html>.

## **ILLINOIS**

### **Cook County Public Defender**

60 W. Washington Street  
Chicago, IL 60602  
312.603.0600

The Law Office of the Cook County Public Defender is one of the largest legal defense firms in the United States, with more than 500 attorneys and close to 700 employees overall. Each year the office represents tens of thousands of Cook County residents charged with every type of criminal offense and parents facing civil cases involving accusations of abuse and neglect. The office has [19 divisions](#), including a Juvenile Justice Division and a Family Defense Division. The office represents clients in [12 separate locations](#), including five suburban courthouses, Juvenile Court, Domestic Relations Court, Traffic Court, five branch court locations throughout Chicago and the Leighton Criminal Courthouse. The office is expanding tremendously and hopes to bring in around 120 new attorneys in the next four years.

**Hiring:** The Cook County Public Defender hires recent law school graduates who have not yet been admitted to practice law in Illinois through its Pre-licensed Assistant Public Defender Program. Pre-licensed Assistant Public Defenders have one calendar year after their start date to get sworn-in to the Illinois bar. Upon being sworn-in, Pre-licensed Assistant Public Defenders automatically get promoted to Assistant Public Defender I. Last year, the office hired 42 Pre-licensed APDs. Pre-licensed APDs are paid \$51,000 until they are licensed, then \$65,000 upon promotion. Salaries increase to \$81,000 at the attorney's second year and then by \$4,000 every years thereafter. The office offers a 6-week training program to new attorneys, and they have a fully unionized staff. Typically the office interviews 3Ls and recent graduates in January and February for a fall start date but may move the process earlier this year. Pre-licensed opportunities can be found in the [Cook County Employment Listings](#). On the Employment Listings page, use the "Organizations" filter to choose "Offices Under the President," and then browse those listings that are identified as opportunities at the Public Defender's Office.

**Internships:** Internships with the Cook County Public Defender are open to 1Ls and 2Ls. The offices hires over 100 interns every year and only requires a paper application (no interview). 2Ls may appear in court under a student practice order (government by [Rule 711](#)). The application typically opens in October or November, with applications accepted on a rolling basis. For additional information about the internship program, and to apply, see: <https://www.cookcountypublicdefender.org/Careers/internshipsvolunteer-opportunities>.

## KENTUCKY

### Kentucky Department of Public Advocacy (DPA)

5 Mill Creek Park  
Frankfort, KY 40601  
502.564.8006

DPA is the statewide public agency providing public defender services in all of Kentucky's 120 counties, as well as in Kentucky's appellate courts. DPA takes a client-centered approach to representation and combines strong legal advocacy with the understanding that client needs extend beyond their pending charges, including advocacy to address collateral consequences of involvement with the criminal justice system. In addition to attorneys, the office hires investigators, mitigation specialists, alternative sentencing workers (social workers), and administrative specialists. The office is comprised of several divisions, including: Protection & Advocacy (for people with disabilities), Trials (including juvenile, capital, and involuntary commitment cases), Post Trials (including appeals, as well as capital post-conviction, adult post-conviction, and juvenile post-dispositions cases), and Law Operations. There are 37 trial offices around the state plus two Capital Trial Offices. DPA also developed and houses the Kentucky Innocence Project.

Hiring: DPA hires 3Ls and recent graduates as "law clerks." The office will begin posting positions in the fall, and will conduct interviews at the EJW Fair, with the hopes of hiring early hiring for the following fall. All newly hired Law Clerks and Attorneys receive 120-150 hours of training education on Kentucky law. They are also provided a mentor for their first year. After being admitted to the bar, clerks may apply for "Staff Attorney 1" positions in the same office and are usually hired immediately. Clerks are paid at a slightly lower rate than staff attorneys and receive benefits such as health insurance and the option to contribute to a 401K. (However, clerks who receive a Supervised Practice of Law License, which candidates may apply for about a month before taking the KY bar exam, will be able to practice under supervision and earn an attorney salary.) For additional information, see <https://dpa.ky.gov/public-defender-attorney-positions/>. Students who are interested in applying for positions should reach out directly to the DPA recruiter, Patti Heying, at [patti.heyings@ky.gov](mailto:patti.heyings@ky.gov) to receive job announcement emails. Openings may be found here: <https://dpa.ky.gov/career/>.

Internships: DPA hosts over 60 law student interns statewide every summer, including 1Ls and 2Ls. They work with students to determine office placement. They offer internships in their trial, appellate, capital, and post-conviction offices. Students may apply by emailing a cover letter and resume to the DPA recruiter, Patti Heying, at [patti.heyings@ky.gov](mailto:patti.heyings@ky.gov). The cover letter should address why you are interested in working in a public defender office, what areas of criminal defense most interest you (trials, appeals, post-conviction, capital or juvenile), and where in Kentucky you would prefer to work. Applications are typically accepted from January to **March**.

## **Louisville-Jefferson County Public Defender Corporation**

719 West Jefferson Street  
Louisville, KY 40202-2732  
502.574.3800

The Louisville-Jefferson County Public Defender Corporation is a non-profit organization rendering legal services in the largest jurisdiction in the state of Kentucky to indigent adults and juveniles accused of crimes and status offenses, and to those who are subjected to involuntary hospitalization due to mental illness. The office functions as a full-service law firm, providing defense representation in all state courts at every level, as well as appellate and post-conviction advocacy in both the state and federal courts. The office is divided into 8 coordinated, collaborative divisions and has investigators, social workers, and a mitigation coordinator on staff. For more information about the office's staff and structure, see [http://louisvillemetropublicdefender.org/staff\\_structure.html](http://louisvillemetropublicdefender.org/staff_structure.html).

Hiring: Louisville typically hires an entry-level class of 6-10 law school graduates to start training in early August under the supervision of an attorney in good standing, while waiting for bar results. See <http://www.kyoba.org/> for the various ways to be admitted to practice law in Kentucky. Other candidates are considered throughout the year as vacancies occur. New hires will get experience working on both misdemeanors and felonies within the first few months of practice, as well as substantial opportunities for jury trials. For more information, including application instructions, see: <http://louisvillemetropublicdefender.org/employment.html>.

Internships: Louisville does not have a summer internship program.

Alumni: Heather Erskine '13

## **LOUISIANA**

### **Orleans Public Defenders (OPD)**

2601 Tulane Avenue, Suite 700  
New Orleans, LA 70119  
504.821.8101

OPD exists to provide the citizens of Orleans Parish with the highest quality client-centered legal representation in Louisiana's criminal and juvenile justice system. OPD's vision is to create a community-oriented defender office built upon the zealous defense of those that are unable to afford a private attorney, while acknowledging the strengths of clients, families and communities. Every client is represented by a dedicated team: attorney, investigator, client advocate, social worker, and court support administrator. The office represents parents faced with removal of their children, as well as youth in Juvenile Court, and it has specialized mental health attorneys, a Bond Team, a Resentencing Team (as a result of Louisiana's recent unanimous jury verdict law), and a Special Litigation Team that effects reform through impact litigation and policy advocacy.

Hiring: OPD is hiring a Fall 2024 class of entry-level attorneys. The position is posted here: <https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=c1068802->



[0b38-43d5-921e-ee429a16287f&ccId=19000101\\_000001&lang=en\\_US](https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=c1068802-0b38-43d5-921e-ee429a16287f&ccId=19000101_000001&lang=en_US). Applications are accepted on a rolling basis until **February 2, 2024**. OPD requires a resume, cover letter, transcript, writing sample, and three references. The office will attend the 2023 EJW Fair, and students should apply directly and through EJW for the best chance of getting an interview. OPD also hosts applicants for project fellowships, posted at the link above.

Summer Law Clerk Program: OPD offers a 10-week program open to 1Ls and 2Ls. The position, with additional information about the program and application instructions, is posted here:

[https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=c1068802-0b38-43d5-921e-ee429a16287f&ccId=19000101\\_000001&lang=en\\_US](https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=c1068802-0b38-43d5-921e-ee429a16287f&ccId=19000101_000001&lang=en_US). Applications are accepted on a rolling basis until **February 2, 2024**. OPD also interviews at the EJW and PILC Fairs. OPD hires one summer clerk per attorney, which works out to about 50 interns. OPD also offers a Law Clerk Externship program available to NYU students during winter/spring breaks: [https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=c1068802-0b38-43d5-921e-ee429a16287f&ccId=19000101\\_000001&lang=en\\_US](https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=c1068802-0b38-43d5-921e-ee429a16287f&ccId=19000101_000001&lang=en_US).

Alumni: Amelie Daigle '22, Kate Thorstad '19, Kevin O'Sullivan '18, Emily New '16, Sarah O'Brien '15, James Brockway '14, Stanislav Moroz '14, Tina Peng '13, Joshua Occhiogrosso-Schwartz '12, Zachary Orjuela '12, Aaron Clark-Rizzio '09, Meredith Angelson '09, Sandy Mayson '09

### **Capital Appeals Project (CAP)**

1024 Elysian Fields  
New Orleans, LA 70117  
504.529.5955

The Capital Appeals Project (CAP) is a non-profit law office that provides capital appellate and post-conviction representation to indigent people on Louisiana's death row. CAP provides high-quality representation in the state and federal courts throughout Louisiana, and acts as a resource to public defenders and criminal defense lawyers across the state. CAP attorneys have successfully represented clients in state district courts, the Louisiana Supreme Court, and the U.S. Supreme Court, which in turn has improved the quality and standards of representation for indigent capital defendants in Louisiana.

Hiring: CAP sometimes has a fellowship open to 3Ls and recent graduates and hosts students for project fellowships. For additional information, see <https://capitalappealsproject.org/join-the-team/>.

Internships: CAP takes 1Ls and 2Ls for summer internships. This summer, CAP is offering an internship in its Capital and JLWOP projects. Capital and JLWOP criminal defense interns work on individual cases in appeal, post-conviction or federal habeas proceedings. Interns may also have the opportunity to participate in some civil conditions of confinement cases. Work includes visiting clients on death row, reviewing trial records, legal research and writing including preparing motions and briefs, and assisting with investigation, reviewing and collecting records,

and conducting factual analysis in cases. To apply for either/both positions, students should send a cover letter, resume, short writing sample, and two references to Joshua Occhiogrosso-Schwartz at [capinternship@defendla.org](mailto:capinternship@defendla.org). Applications are processed on a rolling basis, with a final deadline of **February 1**. For more information, see <https://capitalappealsproject.org/internships/>.

Alumni: Joshua Occhiogrosso-Schwartz '12

### **Promise of Justice Initiative (PJI)**

1024 Elysian Fields  
New Orleans, LA 70117  
504.529.5955

The Promise of Justice Initiative (PJI) is a private, non-profit organization that seeks to reform Louisiana's criminal justice system and abolish the death penalty. PJI's [projects](#) focus on ending the death penalty, fixing inhumane conditions of confinement, exposing prosecutorial and judicial misconduct, eliminating poor representation of criminal defendants, and ending racial discrimination in the criminal justice system.

Hiring: PJI sometimes has a fellowship open to 3Ls and recent graduates and hosts students for project fellowships. For additional information, see <https://promiseofjustice.org/employment-and-volunteer-opportunities>.

Internships: PJI takes 1Ls and 2Ls for summer internships. This summer, PJI is offering a Litigation and Advocacy internship. Interns will work on active cases to whatever extent the docket allows, which can include researching and drafting legal memoranda and filings, visiting and interviewing clients and witnesses, and preparing for trials, appeals, or other court appearances. Interns may also have the opportunity to work on other types of advocacy efforts, such as supporting coalitions, drafting reports, and contributing to policy and educational work. To apply, students should send a cover letter, resume, short writing sample, and two references to Erica Navalance at [pjiinternship@defendla.org](mailto:pjiinternship@defendla.org). Applications are processed on a rolling basis.

Alumni: Samantha Bosalavage '21, Nishi Kumar '15

## **MARYLAND**

### **Office of the Public Defender**

6 Saint Paul Street, Suite 1400  
Baltimore, MD 21202  
410.767.8460

Maryland OPD has at least one district office in each county and Baltimore City. The district trial divisions provide felony, misdemeanor, traffic and juvenile delinquency defense. OPD also has four divisions that provide direct client representation in different proceedings: Parental Defense, Mental Health, Appellate, and Post Conviction Defenders. In addition, OPD has five specialized divisions that directly support its public defenders with their cases and clients:

Forensics, Forensic Mental Health, Immigration, Juvenile Protection, and Social Work. For details about each of these divisions, visit <https://www.opd.state.md.us/about-us>.

**Hiring:** Maryland OPD recruits law students for post-graduate positions in the fall of their 3L year, including through OCI. Selected candidates join OPD as trial attorneys in January following their graduation and attend training with other members of the Spring Class. Most 3Ls are not eligible for the Fall Class because candidates must be members of a bar one month prior to their start date. Offers are typically extended in the winter and are conditioned upon admission to the Maryland Bar prior to the start date. The application usually opens at the end of August, and the deadline to apply is in mid-October. Screening interviews are usually conducted at OCI and the EJW Fair, or candidates may apply directly through the website. Second round panel interviews are held on a rolling basis. Candidates interested in being considered for the Parental Defense Division should include this in their cover letter. OPD specifically advertises attorney opportunities with its specialized divisions (Appellate, Post-Conviction, Parental Defenders, and Mental Health) as these positions become available. OPD also specifically advertises for juvenile defender positions, experienced attorney positions, and entry-level criminal trial positions in rural areas. For additional information, see <https://www.opd.state.md.us/attorneys>. For specific information about classes, see: <https://www.opd.state.md.us/classes>. The posting for current 3Ls is here: <https://www.jobapscloud.com/MD/sup/bulpreview.asp?R1=23&R2=005430&R3=0006>.

**Internships:** OPD offers internships in offices around the state, as well as in its specialized statewide divisions, including Parental Defense, Juvenile Defense, Immigration, and Appeals. Applications are accepted, and offers are made, on a rolling basis. OPD will interview 2Ls for internships during Fall OCI and 1Ls and 2Ls at the EJW Fair. For details on the internship program in each division, as well as instructions on how to apply, please visit <https://www.opd.state.md.us/law-students>.

**Alumni:** Thomas Bowman '23, Claire Glenn '16, Ariel Werner '14, Molly Ryan '13, Krystal Quinlan '11, Rebecca Talbott '10

## **MASSACHUSETTS**

### **Committee for Public Counsel Services (CPCS)**

44 Bromfield Street  
Boston, MA 02108  
617.482.6212

CPCS is the state agency in Massachusetts responsible for providing legal services to indigent persons in criminal and civil cases and administrative proceedings in which there is a right to counsel. The agency has [five main divisions](#) (Public Defender, Children and Family Law [CAFL], Youth Advocacy, Mental Health, and Private Counsel) and various units within these divisions, such as an [Immigration Impact Unit](#) and Appellate Units. The agency has [48 trial offices](#) in 25 locations around the state.

**Hiring:** CPCS has a centralized hiring process for entry-level positions, with a single application requiring the applicant to rank office locations. Both the Public Defender division and CAFL

take applications from 3Ls for entry-level positions. Applications and interviews are handled on a rolling basis. The application is usually posted in late September or early October, and applications are accepted on a rolling basis through May or June, though applications submitted before February are preferred. Early offers may be made in the winter, but most offers are made in late spring or early summer, though some offers may be made into the summer, depending on the fiscal year budget. Applicants with geographic flexibility generally have better odds of getting hired. Job postings and online applications may be found [here](#).

Internships: Hiring for internships is centralized, and applications are usually posted in late October or early November. Applications and interviews are handled on a rolling basis. A soft deadline will be stated in the application, generally 6-8 weeks after the application becomes available. Each practice area has a separate application, and students are welcome to apply to as many as they would like and will be asked for their geographic preference. Students who are willing to go to underserved areas of the Commonwealth have better odds of being selected. Some offices will allow for remote internships. Postings and applications may be found [here](#). Hiring for term-time internships is not centralized. The Boston area offices tend to post internship positions on the [website](#), but not all offices post for interns. Students interested in an office that does not have an internship posting should reach out to the Attorney in Charge of that office. Early applications are encouraged.

Alumni: Rebecca Hutchinson '22, Cathleen Lisk '20, Hannah Baker '13, Elana Fogel '13, Cory McAlister '13, Caitlyn Hall '13, Rachel Liebert '12, Cory Mescon '09

## **MINNESOTA**

### **State of Minnesota Board of Public Defense**

331 Second Avenue South, Suite 900  
Minneapolis, MN 55401  
612.349.2565

Minnesota Public Defenders represents indigent accused people in each of Minnesota's 87 counties. The state is divided into [ten judicial districts](#); each of these districts has at least one public defender office. Each district's activities are supervised by a Chief Public Defender who is appointed by the Board. Additionally, state and federal appeals are brought by the lawyers in a separate appellate office.

### **Hennepin County Public Defender** (Fourth Judicial District)

701 4<sup>th</sup> Avenue South, Suite 1400  
Minneapolis, MN 55415  
612.348.7530

Hennepin County Public Defender (Fourth Judicial District) represents adults and juveniles accused of criminal offenses, as well as children involved in child protection cases. The office utilizes social workers, investigators, and paralegals to provide holistic defense to indigent clients. They also contract with an immigration attorney who screens the cases for Padilla issues.

Hennepin County Adult Representation Services is an independent county organization that provides multi-disciplinary legal advocacy to clients experiencing poverty in civil matters where they are entitled to an attorney. Practice areas include representing 1) parents who are involved with child protection, both before and during court proceedings; 2) tenants facing eviction and other housing issues; 3) individuals subject to guardianship or conservatorship; and 4) non-custodial parents who are delinquent in child support payments and are facing court action as a result. ARS also employs an immigration attorney to assist in identifying consequences of these civil legal matters on the legal status of clients. For more information, see: <https://www.hennepin.us/adult-representation-services>.

Hiring: Hennepin County usually does “early hiring” for 3Ls and can make an offer if the position is posted. 2024 positions will post when vacancies exist, but the office will do initial interviews in October even if no attorney vacancies exist at that time. Hennepin County will participate in Fall OCI for these initial interviews. Successful candidates will be in the mix for later rounds of interviewing, which would happen once the positions formally post (likely in late winter or early spring). For more information and to find postings, visit <https://www.pubdef.state.mn.us/careers>.

Adult Representation Services continues to expand and add positions. Openings will be posted at <https://www.governmentjobs.com/careers/hennepin>. The principal attorney handling recruitment is Terrance Hendricks, and he can be reached at [terrance.hendricks@hennepin.us](mailto:terrance.hendricks@hennepin.us).

Summer Clerkships: Hennepin County offers a 12-week paid summer program to 1Ls and 2Ls and usually takes 12 law clerks. Law clerks must work 40 hours/week and are paid \$20/hour. 1Ls and 2Ls can appear in court as long as they are in good standing and certified to practice under the Minnesota Student Practice Rule. Applications will be accepted from October 15 to **December 31**, with interviews occurring in mid- to late January and offers being made shortly thereafter. Cover letters, resumes, and a writing sample should be emailed to Geoffrey Isaacman at [Geoffrey.isaacman@hennepin.us](mailto:Geoffrey.isaacman@hennepin.us).

Adult Representation Services hires summer law clerks and will post for these positions in early 2024. Law clerks will earn \$21.50/hour and work 40 hours/week. Law clerks (1Ls and 2Ls) appear in court as long as they are in good standing and certified to practice under the Minnesota Student Practice Rule. The position will be posted here: <https://www.governmentjobs.com/careers/hennepin>.

Alumni: Jesse Dong '15, Jessica Braverman '09 (Special Litigation), Gregory Scanlan '08

## MISSOURI

### Missouri State Public Defender (MSPD)

Woodrail Centre  
1000 West Nifong, Building 7, Suite 100  
Columbia, MO 65203  
573.777.9977

MSPD provides legal representation to all indigent citizens accused or convicted of crimes in Missouri. It is a statewide agency comprised of three legal service divisions—Trial, Capital, and Appellate/Post-Conviction. Attorneys in [district offices within each division](#) provide direct representation to clients. The office prioritizes [training](#), offering in-house workshops (including New Defender Workshops) and sending attorneys to nationally-recognized training programs around the country.

Hiring: Law students are encouraged to submit an application for employment prior to graduating from law school. MSPD may be able to consider bar candidates as early as 3-4 months prior to licensure in rural jurisdictions. Opportunity for employment consideration will increase significantly for those candidates with the geographic flexibility to work in a rural office. Attorneys must make a 2-year commitment to MSPD and to the local office where they are hired. To apply, candidates must submit an [Application for Employment](#). Applications remain active for 120 days but may be renewed by contacting Human Resources. For more information about hiring, see <https://publicdefender.mo.gov/employment/> and <https://publicdefender.mo.gov/employment/working-for-mspd/3l-students/>.

MSPD also hires for the 2-year Missouri Justice Fellowship, open to graduating 3Ls. Applicants must be licensed to practice law in Missouri or be sitting for UBE Bar Exam in July 2024. The office expects to hire 6 fellows this year. Fellows will gain hands-on trial experience as they manage their own caseload and defend their clients through each step of the criminal case. Fellows receive two weeks of hands-on, intensive trial training with ongoing training and CLE opportunities throughout fellowship. MSPD is accepting fellowship applications on a rolling basis and will begin interviewing in late August, including through OCI. The office will begin to extend offers as early as October. To apply, students should send a resume to [human.resources@mspd.mo.gov](mailto:human.resources@mspd.mo.gov). For more information about the fellowship, see: <https://publicdefender.mo.gov/missouri-justice-fellowship/>. Any questions can be directed to Hannah Vaughn at [human.resources@mspd.mo.gov](mailto:human.resources@mspd.mo.gov).

Internships: Internships with MSPD are open to 1Ls and 2Ls in the Trial, Capital Litigation, and Appellate/Post-Conviction Divisions. To apply, candidates should send a resume to Human Resources at [human.resources@mspd.mo.gov](mailto:human.resources@mspd.mo.gov). For additional details, see <https://publicdefender.mo.gov/employment/working-for-mspd/internships/>.

Alumni: Emily Lazaroff '22

## **NEVADA**

Nevada operates a county-level system. For details on the structure and funding of indigent defense services in Nevada, see: <http://sixthamendment.org/know-your-state/nevada/>.

### **Clark County Public Defender's Office**

309 S. Third Street  
Las Vegas, NV 89155  
702.455.4685

Attorneys in Clark County practice in front of all of the Justice Courts in Clark County, the 8th Judicial District Court, and the Nevada Supreme Court. It is one of the largest law firms in the state. The office is organized into teams, which include social workers and investigators. An attorney is appointed immediately after the initial arraignment and represents the client to the conclusion of the case in Justice or District Court. The office has specialized teams dedicated to juvenile court, homicide cases, sexual assault cases and appeals.

Hiring: Clark County typically hires 3Ls for paid (including benefits) law clerk positions. Applicants must take the next offered Nevada bar exam following hiring. Law clerks have one year to pass the exam and to apply for an attorney position. Clark County typically interviews 3Ls at the EJW Fair and at the PILC Fair. For additional details about the office and hiring, see [https://www.clarkcountynv.gov/government/departments/public\\_defender/employment.php](https://www.clarkcountynv.gov/government/departments/public_defender/employment.php) and review their [brochure](#).

Internships: Internships are open to 1Ls and 2Ls and are considered a “pipeline” to future employment. The office usually hires 10-15 interns and accepts applications on a rolling basis. Clark County typically interviews students for internships at the EJW Fair and at the PILC Fair, or students may apply to and interview directly with the Training Director, Julia Murray ([murrayjm@clarkcountynv.gov](mailto:murrayjm@clarkcountynv.gov)).

Alumni: Brennan Bartley '23, Melissa Navarro '09

## **NEW HAMPSHIRE**

### **New Hampshire Public Defender (NHPD)**

10 Ferry Street  
Concord, NH 03301  
603.224.1236

NHPD represents indigent people charged with crimes that carry the possibility of jail time upon conviction. The office also represents indigent juveniles charged with delinquency offenses and handles appeals to New Hampshire Supreme Court. The Program began in 1972 as a pilot project of New Hampshire Legal Assistance, with a single office in Concord. It is now an independent nonprofit corporation with [offices in every county](#) (10 trial offices), as well as an Appellate Defender Office. For more information, see <http://www.nhpd.org/about-us/>.

Hiring: Every fall, NHPD recruits graduating 3Ls to work in its 10 trial offices. The Program also welcomes applicants who have graduated, are pursuing a judicial clerkship or fellowship, and want to begin their public defender careers immediately afterwards. The number of open positions varies each year. Applications are accepted on a rolling basis between July 15 and **November 15**. Students may apply directly through the online job portal at <https://www.nhpd.org/employment> and interview by phone/Zoom. NHPD is also conducting screening interviews at OCI this year, and 3Ls may also apply that way. The second interview takes place in the office with a panel and involves a simulation. All applicants must pass the NH bar exam as a condition of employment. Upon acceptance of an offer of employment, new public defenders will submit their top three choices for office placement and will be notified of their office placement by the end of spring. Each new public defender is assigned a mentor and

will meet with them at least weekly. New public defenders will initially be responsible for a smaller caseload consisting of misdemeanor and youth cases. They will receive felony cases and co-counseling opportunities with experienced lawyers typically within the first few months of their employment. By the end of the first year, a new lawyer will be responsible for a full caseload consisting of felonies, misdemeanors, delinquency matters, and others (probation/parole violations and other post-conviction matters). For detailed information about hiring, including what the office looks for in candidates, what new attorneys in the office should expect, and how to apply using the [online job portal](http://www.nhpd.org/employment/), see <http://www.nhpd.org/employment/>.

**Summer Internship Program:** NHPD offers a 10-week internship to 1Ls and 2Ls. 2L interns may be certified to appear on the record and represent clients at bail hearings, scheduling conferences, review hearings, motion hearings, and trials. 2Ls may even have the opportunity to co-counsel a jury trial. 2Ls are hired with an eye toward permanent post-graduate hiring. All interns must have a driver's license and insured vehicle. Applications are accepted on a rolling basis between July 15 and **December 4**. NHPD is also interviewing at OCI this year, so 2Ls may apply that way. For more details and application instructions, see <http://www.nhpd.org/employment/>, as well as the posting on the [online job portal](#).

**Alumni:** Zachary James '19, Alex Miran '19, Michelle Pike '19, Sonia Roubini '19, Joanna Cowen '18, Emily Jessep '17, Emily Kenyon '17, Morgan Taggart-Hampton '17, Senad Ramovic '16, Amaresh Srikanthan '16

## **NEW JERSEY**

### **New Jersey Office of the Public Defender (NJOPD)**

Hughes Justice Complex  
25 Market Street  
P.O. Box 850  
Trenton, NJ 08625  
609.292.7087

The New Jersey Office of the Public Defender provides first class legal representation to indigent individuals at both the trial and appellate levels in criminal proceedings and in a variety of other practice areas, including child welfare, parental rights and mental health advocacy. The NJOPD has offices statewide and was the first centralized and unified public defender system in the United States, founded in 1967. Other practice areas include special hearings (Megan's Law), recovery court, intensive supervision programs and post-conviction integrity.

**Hiring:** NJOPD accepts applications from 3Ls (as well as current clerks) beginning in September to start the following fall. Applying through OCI is preferred, but applicants may apply through OCI, EJW, and/or directly. Students may apply for positions in criminal defense, as well as in the specialized units (e.g., parental representation, juvenile defense, appeals). Applicants should note in their cover letters if they have a particular interest in one of these units. Geographic preferences are taken into account during the placement process. For details, see <http://www.state.nj.us/defender/employment/index.shtml>. *Please note: NJOPD requires applicants interviewing in the fall for the criminal division (only) to commit to accepting a*



*position if one is offered. Students may accept the interview, defer the interview to the spring if positions are still available, or decline the interview.*

**Internships:** NJOPD offers internships to 1Ls and 2Ls. 2Ls may be certified to appear in court under attorney supervision. The deadline to apply is **April 15**, but it is recommended that students apply earlier, beginning December 15 each year. NJOPD Students may also apply for term-time internships with the office, with application timeframes of June 15-July 31 for the fall and October 15-November 30 for the spring. Students with an interest in one of the specialized units should specify this in their cover letters. Interns may be placed in any of the regional offices, but geographic preferences are taken into account. For more information and application instructions, see <http://www.state.nj.us/defender/internships/index.shtml>.

**Alumni:** Corina Minden-Birkenmaier '23, Ninan Pollack '23 (Alternate Commitment Unit), Leah Steans-Gail '23, Muriel Carpenter '22, Tal Charme-Zane '22, Katie Matejcak '21, David Moss '21 (Mental Health), David Altman '20, John Boyle '20 (Appeals), Emily (Alyse) Johnson '20 (Parental Representation), Alexa Wheeler '20, Lucy Gray-Stack '19, Emily Harris '19, Rayza Goldsmith '18, Adrienne Isaacson '18, Madeline Lagattuta '18, Emma Moore '18 (Appeals), Hannah Baron '17, Claude Heffron '17, Caitlin Flood '15, Rebecca Fisher '14, Whitney Flanagan '13, Liz Braunstein Jarit '11

## **NEW MEXICO**

### **Law Offices of the Public Defender, State of New Mexico (LOPD)**

301 N. Guadalupe Street  
Santa Fe, NM 87501  
505.395.2888

The LOPD operates as an independent law firm with 13 offices around the state. In addition to approximately 160 private attorneys, the Department has 15 social workers across the state to help address the underlying issues that bring clients to the criminal justice system, including mental health and substance abuse issues. Representation of clients includes misdemeanor, juvenile, and felony cases, through appeal and post-conviction proceedings, if necessary. In addition, the office has statewide mental health and capital crimes divisions that provide specialized representation.

**Hiring:** The LOPD has created Limited Practitioner Positions, which allows them to extend offers to applicants prior to their graduation from law school. The purpose of this position is to bridge the time from when a student graduates from law school to the time the law graduate is sworn in as a practicing attorney. Individuals extended an offer are expected to join the LOPD team soon after taking the bar exam for extensive training on criminal defense, local rules and practices, and the LOPD's approach to providing holistic representation. Once the limited practitioner is sworn in and performing at the expected level of practice, they will be moved into an assistant trial attorney position based on demonstrated performance and availability of positions. Limited Practitioner offers are extended as early as October and as late as July, depending on available positions and budget. Applications are accepted on a rolling basis, with a recommended deadline of **February 28**. LOPD usually participates in the EJW Fair. For more

information, including application instructions, see <https://www.lopdnm.us/careers/> and <https://www.lopdnm.us/wp-content/uploads/2021/06/LimitedPractitioner.pdf>.

**Internships:** The LOPD offers internships to 1Ls and 2Ls. Interns may be certified to appear in court if they: have received a passing grade in law school courses aggregating thirty (30) or more semester hours, are familiar with the Rules of Professional Conduct, and obtain a certificate from their dean which specifies the time frame the student will be participating in the internship. Applications are accepted on a rolling basis between September 30 and **February 28**. LOPD typically interviews 2Ls for internships at the EJW Fair. For more information, see <https://www.lopdnm.us/careers/internships/>.

**Alumni:** Anna Nassiff '21, Krista Bailey '19, Sai Iyer '18

## **NEW YORK**

The [New York State Defenders Association](#) provides resources and information about public defense in NYS, including a [Chief Defenders List](#) with official contact information for all public defender offices. They also maintain a [list of offices that provide family defense](#) in NYS.

### **New York City**

New York City does not have one public defender agency. Instead, there are multiple offices that have contracts with the city to provide trial and appellate public defender services to indigent defendants in criminal cases.

### **Appellate Advocates**

111 John Street, 9<sup>th</sup> Floor  
New York, NY 10038  
212.693.0085

Appellate Advocates is a non-profit public defender organization formed in 1995. The office represents individuals who have been convicted of crimes in Brooklyn, Queens, and Staten Island and who are assigned by the court. The majority of the office's work is in direct appeals to the Appellate Division, Second Department, but they have expanded their practice over time to include [special projects](#) representing individuals to lessen the consequences of their criminal convictions. These projects include representing clients at Sex Offender Registry hearings and appeals, Post-Conviction Immigration Relief motions and hearings, resentencing hearings and motions under the Domestic Violence Survivor Justice Act (DVSJA), and drug law or post-release supervision re-sentencings. They also have begun an Innocence Investigation Practice in recognition that, for some clients, an appeal will not address the core injustice of a wrongful conviction. The office also has a Social Work Program and a Reentry Program to help clients successfully reintegrate into society after being released from incarceration.

**Hiring:** Appellate Advocates is currently hiring based on attrition for fall 2023, including recent law graduates. They may hire attorneys to begin in fall 2024. When hiring, desired qualifications and application instructions will be available here: <https://www.appad.org/employment>.

Internships: Appellate Advocates offers a summer internship program for 2 or 3 students. Typically, applications are accepted on a rolling basis beginning in September, and positions are filled on a rolling basis. To apply, students should submit a resume, cover letter, writing sample, and list of references, all in PDF format, to [internships@appad.org](mailto:internships@appad.org). For additional information, see <https://appad.org/what-we-do/law-student-intern-program/>.

Alumni: Maya McDonnell '22, Jenna Hymowitz '20, Brian Perbix '16, Martin Sawyer '13, Jenin Younes '11, David Goodwin '10, Sean Nuttall '08, Sarah Vendzules '08, Kathleen Whooley '08

### **The Bronx Defenders**

360 E. 161<sup>st</sup> Street  
Bronx, NY 10451  
718.838.7878

The Bronx Defenders has pioneered a ground-breaking, nationally recognized model of defense called [Holistic Defense](#). Every client who comes to The Bronx Defenders is connected to an [interdisciplinary team of advocates](#), including criminal defense attorneys, family defense attorneys, civil attorneys, immigration attorneys, social workers, civil legal advocates, parent advocates, benefits specialists, investigators, and community organizers. Each of these teams fosters interdisciplinary skill sets, ensures compassionate and comprehensive representation, and supports a culture of innovative, zealous, and holistic advocacy. In addition to [criminal defense](#), [civil action](#), [family defense](#), and [immigration defense](#) practices, The Bronx Defenders has an [Impact Litigation Practice](#), a [Policy & Community Organizing Team](#), and a variety of [special projects](#) that advance their holistic advocacy.

Hiring: Every year, from May through October, The Bronx Defenders accepts applications from 3Ls and recent graduates for its Criminal, Family, Civil, and Immigration Practices, to begin the following September. The posting is available here: <https://careers-bronxdefenders.icims.com/jobs/1724/the-bronx-defenders-2024-fall-training-team/job>. The deadline to apply is **October 1**. Students who wish to interview with The Bronx Defenders should submit an application through the online portal (available at the link above) AND submit an application on CSM/Symplicity to interview at OCI. *There is no benefit to applying early.* Students should indicate in their cover letter their practice area preference(s). Applicants should NOT reapply directly if they do not get an interview through OCI. Applicants who are successful in the OCI pre-screening process will move on to a panel interview. The Hiring Committee typically conducts interviews through the beginning of December.

Internships: The Bronx Defenders hires 2Ls (only) for internships in their Criminal, Family, Civil, Immigration, and Impact Litigation practices. The posting is available here: <https://careers-bronxdefenders.icims.com/jobs/1723/the-bronx-defenders-summer-legal-internship-2024/job>. The deadline to apply is **October 1**. Students who wish to interview with The Bronx Defenders should submit an application through the online portal AND submit an application on CSM/Symplicity to interview at OCI. *There is no benefit to applying early.* Students should indicate in their cover letter their practice area preference(s). Applicants should

NOT reapply directly if they do not get an interview through OCI. (The office occasionally offers term-time internships.)

Alumni: Danielle Altchiler '23, Jesse Chung '23, Emily Herzfeld '23 (Housing), Bailey Jackson '23, Keiana James '23 (Immigration), David Jimenez '23 (Immigration), Michael Leonetti '23, Chi Wah Yulanda Lui '23 (Civil), Daad Sharfi '23 (Immigration), Austin Thierry '23 (Immigration), Yosmin Badie '22 (Immigration), Jessica Coffrin-St. Julien '22 (Immigration), Johari Fraser '22, Daniel Kim '22 (Immigration), Naomi Schmidt (Family) '22, Zachary Tanner '22, Sofia Lopez Franco '21 (Immigration), Jaden Powell '21 (Civil), Nhaca Le Shulze '21 (Family), Jesica Tenaglia '21 (Immigration), Whitney Braunstein '20 (Immigration), Amy Joseph '20 (Immigration), Allison Mandeville '20 (Immigration), Marlina Santos '20 (Family), Rebecca Suldan '20, Nora Christiani '19 (Immigration), Nora Searle '19 (Immigration), Sean Eagan '19 (Family), Zoe Engberg '18, Edie Joseph '18, Falon Rainer '18, Danielle Greene '18, Jean-Luc Adrien '17 (Family), Ashley Alger '17, Antonio Changanqui '17 (Immigration), Martha Liskow '17 (Family), Frances Hartmann '17 (Immigration), Aimee Carlisle '16, Anne Carney '16 (Family), David Shalleck-Klein '16 (Family), Laura Ferro '15, Samuel Natale '15, Naomi Oberman- Breindel '15, Olivia Scheck '15, Malika Lubel-Doughtie '14, Avery McNeil '13, John Adleman '12, Patrick Clark '12, Shannon Cumberbatch '12, Talia Gooding-Williams '11, Marne Lenox '11, Eli Northrup '11, Angelo Petrih '11, Gregg Stankewicz '10, Robyn Mar '08

### **Brooklyn Defender Services (BDS)**

177 Livingston Street, 7<sup>th</sup> Floor  
Brooklyn, NY 11201  
718.254.0700

BDS is a holistic practice that assigns a social worker and an investigator to every client. The office has Criminal Defense, Family Defense, Civil Justice, and Immigration Practices, as well as a number of dedicated and specialized units within these areas. For example, the Criminal Defense Practice provides targeted services to adolescents, clients with mental illness, victims of trafficking, veterans, and clients with overlapping criminal and family court cases. The Civil Justice Practice has a Housing & Benefits Team and an Education Project. Additionally, BDS has been involved in numerous policy, advocacy, and community outreach initiatives, and has a Special Litigation Unit to identify and litigate systemic criminal justice deficiencies and constitutional violations that unjustly affect criminal justice outcomes for their clients.

Hiring: BDS will accept applications from 3Ls for a fall 2024 entry-level class of attorneys for its *Criminal Practice* and will interview through in OCI. 3Ls MUST apply for a screening interview through OCI and should NOT reapply if they are not granted an interview. The *Family Defense Practice* also plans to hire 3Ls for entry-level positions starting in fall 2024 and will interview students at OCI. It is preferred that students apply through OCI, but they also may apply directly, when the posting is available, on BDS's website [here](#).

Internships: Each division/unit takes applications and makes decisions separately. Internships in the *Criminal Defense Practice* are open to 2Ls only. The Criminal Defense Practice typically accepts applications beginning in early August on a rolling basis until the intern class is full.

The office recommends that applications to CDP be submitted no later than **October 1**. When available, the position will be posted here: <https://bds.org/careers>.

1Ls and 2Ls may apply for internships in the Family Defense and Immigration Practices. The *Family Defense Practice* accepts students for fall, spring, and summer internships. The Family Defense Practice interviews 2Ls for summer internships at OCI and prefers to receive applications this way. To apply directly, students may send a cover letter and resume to [internapplication@bds.org](mailto:internapplication@bds.org), and applications will be reviewed on a rolling basis. Students should only apply ONE WAY, with OCI preferred.

The *Immigration Practice* typically reviews applications on a rolling basis until the intern class is full. It is usually recommended that students submit applications no later than **mid-October**. When available, the position will be posted here: <https://bds.org/careers>.

Finally, BDS also offers internships with its *Special Litigation Counsel* and its *Education Unit*.

For additional details about how and when to apply for internships with BDS, see <https://bds.org/careers>.

Alumni: Julia Bodson '23 (Family), Jessica LaChance '23 (Family), Mariela Mannion '23 (Family), Zaynab Said '23 (Immigration), Rebecca Schectman '23 (Immigration), Kendall Cox '22, Catherine O'Neill '22 (Family), Rebecca Orleans '22, Nicholas O'Farrell '22, Sean Langberg '22 (Family), Emani Pollard '22, Hannah Sotnick '22 (Family), Zoe Zakin '22 (Family), Maia Cole '20 (Housing), Margaret Lamb '20, Russell Patterson '20, Dipona Bandy '19 (Family), Kyle Barron '19, Aubrey Rose '19 (Family), Kevin Siegel '19 (Immigration), Eugenie Montaigne '18, Lindsey Smith '18, Heather Stoloff '18 (Family), Julia Popkin '17 (Family), Danielle Goodman-Levy '16 (Family), Samantha Lee '16 (Family), Molly Lauterback '16 (Immigration), Amelia Marritz '16, Brian Perbix '16, Lindsay Long-Waldor '15, Julie Krumwiede '15, Daniel Derby '12, Kathryn V. Ramey '12, Ruben Loyo '11 (Immigration), Scott Hechinger '10, Chas Budnick '09, Sarah Burleson '08

### **Center for Appellate Litigation (CAL)**

120 Wall Street, 28<sup>th</sup> Floor  
New York, NY 10005  
212.577.2523

The Center for Appellate Litigation is a nonprofit public defense law firm that represents indigent clients in their criminal appeals and other post-conviction proceedings in Manhattan and the Bronx. Clients are assigned by the Appellate Division, First Department, and the Appellate Term, First Department. The office prides itself on its outstanding oral and written appellate advocacy, its commitment to high quality indigent defense, and its dynamic and innovative approaches to representing its clients. They take a client-centered approach and have a variety of [special projects](#) and [client support services](#) to address issues facing their clients beyond their appeals. Some of these include the Immigrant Justice Project, the Re-entry Program, and the Parole Advocacy Project.

Hiring: CAL generally accepts applications from 3Ls for 3-year fellowship positions. When the office hires fellows, the posting usually goes up in mid-September with a deadline to apply in **mid-November**. Details about hiring and postings may be found here: <https://www.appellate-litigation.org/careers/>.

Internships: Internships at CAL are open to 1Ls and 2Ls. Applications are usually accepted from 2Ls between early September and the **end of October**, and from 1Ls between early December and **mid-January**. Interviews are conducted and offers are made on a rolling basis; candidates are encouraged to apply early. When available, details and applications instructions will be posted here: <https://appellate-litigation.org/Careers>. The office also sometimes takes term-time interns. To inquire, email [jobs@cfal.org](mailto:jobs@cfal.org).

Alumni: Carola Beeney '20, Teighlor Bonner '19, Shaina Watrous '19, Emilia (Mila) King-Musza '18, Benjamin Rutkin-Becker '18, Amith Gupta '17, John Palmer '17, Anokhi Shah '16, Samuel Steinbock-Pratt '16, Hunter Haney '15, Siobhan Atkins '14, Brittany Francis '14, Sharmeen Mazumder '14, Molly Ryan '13, Rachel Goldberg '12

### **Center for Family Representation (CFR)**

40 Worth Street, Suite 605  
New York, NY 10013  
212.691.0950

CFR has been the primary and largest provider of family defense to indigent parents in Manhattan since 2007 and in Queens since 2011. Every parent is assigned an interdisciplinary family defense team comprised of an attorney, a social worker, and a parent advocate. The office has expanded to advocate for parents during investigations, and in civil, immigration and criminal matters, as well as appeals. The office also has a [Youth Defense Practice](#), representing young people in Manhattan and Queens criminal and family courts.

Hiring: CFR considers applications from 3Ls for entry-level positions. When open, positions will be posted here: <https://cfrny.org/careers/>. CFR also hosts students for project fellowships.

Internships: CFR offers summer internships to 1Ls and 2Ls and occasionally offers term-time internships. When available, the posting and application instructions will be available here: <https://cfrny.org/careers/>.

Alumni: Renee Schenkman '20, Gina Bull '19, Sean Eagan '19, Carmen Tellez '19

### **The Legal Aid Society**

199 Water Street, 6<sup>th</sup> Floor  
New York, NY 10038  
212.577.3300

The [Criminal Defense Practice](#) of the Legal Aid Society is the largest public defender program in the country and the primary provider of indigent defense services in NYC. It has trial offices in all 5 boroughs, as well as a Criminal Appeals Bureau and several specialized units/projects, like the Special Litigation Unit and the Parole Revocation Defense Unit. The Legal Aid Society

also has a [Juvenile Rights Practice](#) (JRP), which represents children in abuse/neglect proceedings and juvenile delinquency cases, and a [Civil Practice](#), which provides a range of civil legal services, including housing and immigration.

Hiring: Legal Aid will hire entry-level classes for the fall of 2024 for all three of its practices (CDP, JRP, and Civil/Housing). The postings are available here: <https://legalaidnyc.org/jobs/>. Students MUST apply through the online portal. The deadline to apply to CDP is **October 31**, while JRP and Housing accept applications until **January 5**. Interviews take place, and offers are made, on a rolling basis. Legal Aid also hosts students for project fellowships.

Internships: Internships in all 3 practice areas are open to 1Ls and 2Ls. The deadline to apply is **February 1, 2024**, but decisions are made on a rolling basis, so students are encouraged to apply early. 2Ls may begin applying on September 4, 2023, and 1Ls may begin applying on December 4, 2023. All practices also offer term-time internships (with deadlines of October 2 for fall and December 28 for spring). All applications MUST be submitted through the [online portal](#). For details about internships and hiring, see <https://legalaidnyc.org/internships/>.

Alumni: Lauren Glasby '23, Benjamin Healy '23, Shona Hemmady '23, Jared Hirsch '23, Avery Lamb '23 (Juvenile), Robert Solmssen '23, Susannah Waldman '23, Nathaniel (Teddy) Chassin '22, Bridget McCarthy '22, Hanna Wallace '22 (Parole Revocation Defense Unit), Rupa Subramaniam '20 (Parole Revocation Defense Unit), Eli Siems '19, Valeria Villa '19, Megan McCoy '19 (Juvenile), Lindsey Smith '18 (Special Litigation), Chelsey Amelkin '16, Danielle Arbogast '15, Zachary Dorado '15, Judy Jun '15, Joseph Austin '14, Kellsie Barton '13, Robert Langdon '13, Emily Winograd, '13, Martha Saunders '12, Daniel Ades '09, Jessica Braverman '09 (JRP), Cynthia Pong '08, Mia Eisner-Grynberg '07, Hannah Gladstein '07

### [Neighborhood Defender Services of Harlem](#) (NDS)

317 Lenox Avenue, 10th Floor  
New York, NY 10027  
212.876.5500

NDS opened its doors in 1990 to address some of the long-standing problems facing public defenders. In contrast to traditional public defense practice, NDS clients are represented by a team that includes criminal and civil attorneys, social workers, investigators, paralegals, law school and social work interns, and pro bono attorneys. NDS deploys all of these resources in the aggressive defense of its clients. Additionally, through its [Pre-Arrest Services](#), NDS can begin representing a client before there has been any contact with law enforcement, allowing them to better protect their clients' rights. NDS has a variety of practice areas, including [Criminal](#), [Family](#), [Civil](#), and [Immigration Defense](#), as well as a project focusing on [Youth Law](#). NDS also has offices in Wayne County, Michigan; Hays County, Texas; and locations in San Antonio and Houston providing defense in Operation Loan Star cases.

Hiring: NDS is hopeful that it will be able to hire 3Ls for entry-level positions in all practice areas this year, and expects to conduct interviews at the EJW Fair. They hire on a rolling basis and post positions here: <https://careers-neighborhooddefender.icims.com/jobs/intro?hashed=->

[625942602](https://careers-neighborhooddefender.icims.com/jobs/intro?hashed=-625942602). NDS Detroit also considers applications from 3Ls for entry-level positions and also posts positions at the link above.

Internships: Internships with NDS are open to 1Ls and 2Ls. Hiring takes place between the EJW Fair in October and the PILC Fair in February. For postings, see <https://careers-neighborhooddefender.icims.com/jobs/intro?hashed=-625942602>.

Alumni: Nina Nevarez '22 (Family), Molly Rugg '19, Maya Sikand '19 (Immigration), Emily Harris '19 (Civil), Jane Merrill '18, Brent Low '18, Jahnavi Bhaskar '17, David Gibson '17 (Family), Sophie Spiegel '16 (Family), Jeffrey Oakley '13, Caroline Solis '12, Brooke Quincy Myers '11, Vanessa Pai- Thompson '08, Heidi Altman '08

### [New York County Defender Services \(NYCDS\)](#)

100 William Street, 20<sup>th</sup> Floor  
New York, NY 10038  
212.803.5100

NYCDS provides criminal defense services to indigent defendants in Manhattan. They have a variety of specialized units, including Juvenile Defense (with a dedicated adolescent social worker), Civil Defense, Immigration, DNA & Forensics, and Special Litigation and Policy Reform. They also have attorney specialists in mental health, veterans treatment, and integrated domestic violence problem-solving courts, as well as in SORA litigation. Additionally, they have a Forensic Social Work Team, re-entry social workers, and a dedicated adolescent social worker. For more information about these specialized units, attorneys, and social workers, see <https://nycds.org/about/what-we-do/>.

Hiring: NYCDS hires a new class of recent law school graduates for the position of Trial Attorney every fall. The application process opens on July 1 and closes on **September 30**. The office conducts interviews in September and October (including at OCI and the EJW Fair) and wraps up hiring by December. It is recommended that 3Ls apply through OCI. For more information, including how to apply, see <https://nycds.org/join-the-fight/>.

Internships: NYCDS hires 1Ls and 2Ls for summer and term-time internships. The office recommends that students apply as early as possible, as decisions are made on a rolling basis. 2Ls may apply through OCI or the EJW Fair. Hiring typically wraps up by the end of January for summer internships. For fall and spring internships, students must apply by June 15 and November 15, respectively. To apply, email a cover letter and resume to [internship@nycds.org](mailto:internship@nycds.org). Additional information may be found here: <https://nycds.org/join-the-fight/>.

Alumni: Aaron Ratoff '21, Christopher Roland '20, Rebecca Phipps '14, Caitlyn Hall '13, Brad Maurer '13, Hans Romo '13, Jessica Heyman '12, Colleen McCormack-Maitland '10

### [Office of the Appellate Defender \(OAD\)](#)

11 Park Place, Suite 1601  
New York, NY 10007  
212.402.4100



OAD is one of New York City's oldest providers of appellate representation to indigent persons convicted of felonies, the City's second oldest institutional indigent defense office, and a national model of effective, innovative, and holistic representation. OAD represents indigent people convicted of felonies in Manhattan and the Bronx in the New York Supreme Court; the Appellate Division of the Supreme Court, First Judicial Department; the New York State Court of Appeals; and the federal courts. In addition, OAD was the first appellate defender in the country to add a social worker to its permanent staff: the [Client Services Program](#) provides on-site expertise, assistance, and referrals in the areas of medical, mental health, substance abuse, housing, employment, public assistance, and educational services. Finally, the office's [Reinvestigation Project](#) immediately reviews all cases assigned to OAD for direct appeal to identify potential cases of wrong conviction and, where appropriate, to file petitions for relief.

Hiring: OAD typically hires new attorneys for 3-year positions, posting the position in August with applications accepted and interviews conducted on a rolling basis. If available, the position will be posted here: <http://oadnyc.org/jobs/>.

Internships: OAD hosts summer interns. The internship includes the potential to draft a legal brief and present the case at oral argument before the Appellate Division, First Department. Applications are accepted on a rolling basis beginning in August. When available, additional information and application instructions will be posted here: <http://oadnyc.org/jobs/>.

Alumni: Rachel Lindy '22, Karen Brill '21, Kameron Johnston '21, Adam Murphy '17, David Billingsley '15, Matthew Wasserman '15, Caitlin Glass '14, Sam Mendez '14, Stephen Strother '14, Rahul Sharma '10, Lauren Stephens-Davidowitz '09, Stephen Chu '08, Alejandro Fernandez '08

### [Queens Defenders](#)

118-12 Queens Boulevard, Suite 212  
Forest Hills, NY 11375  
718.261.3047

Queens Defenders was founded in 1996 with just 8 attorneys and a small number of support staff. It remains the smallest of the public defender offices in New York City, though it has grown significantly over the last 25 years and now has a staff of 290. Its mission is to provide high-quality, holistic representation for indigent communities in Queens, NY, New York City's most diverse borough and one of the most diverse locales in the world. At Queens Defenders, dedicated teams of criminal defense attorneys, [immigration lawyers](#), [social workers](#), investigators, and client-support specialists come together to champion justice for each and every client. The [Criminal Defense](#) practice includes representing juveniles accused of certain crimes, as well as adult clients in the five felony treatment courts and in the Queens Integration Domestic Violence Court (QIDV). Team members connect clients to resources and alternatives to incarceration, educate adults and adolescents about their legal rights, provide prevention and mentoring programs for youth, and reduce the impact of a criminal record on employment, housing, education, and public benefits.

Hiring: Queens Defenders will hire 3Ls for an entry-level fall 2024 class. Interviews are conducted during OCI and other job fairs, with OCI being its primary avenue for hiring law

graduates. If a student is not granted an interview at OCI, they may reapply directly. New hires interested in one of the specialty areas (e.g., immigration, DV, family law) may have the opportunity to work in those departments. 3L applicants with previous criminal defense practice and/or mock trial experience are preferred. Queens Defenders also hosts candidates for project fellowships. All employment opportunities are posted here: <https://queensdefenders.org/careers/>. Hiring questions may be directed to Christopher Whitehair, Director of Recruitment and Hiring, at [cwhitehair@queensdefenders.org](mailto:cwhitehair@queensdefenders.org).

Internships: Queens Defenders hires interns year-round, usually about 8-10 for the summer, and for the spring and fall as needed. Students interested in interning in one of the specialty units (e.g., immigration, DV, family law) should address this in their cover letter. Applications for spring and summer internships are accepted and interviews conducted during OCI (preferred) and other job fairs. The deadline to apply for spring internships is October 31. Fall internships are fulfilled through spring job fairs and law school career service offices. The office currently has 2-3 openings for fall interns; to apply, students may send a cover letter and resume to Christopher Whitehair, Director of Recruitment and Hiring, at [cwhitehair@queensdefenders.org](mailto:cwhitehair@queensdefenders.org), specifying in the cover letter that the application is for a fall internship. Any internship questions may also be directed to Christopher Whitehair at [cwhitehair@queensdefenders.org](mailto:cwhitehair@queensdefenders.org).

## **NORTH CAROLINA**

Public defenders in North Carolina are state-paid attorneys whose function is to represent indigent criminal defendants and indigent respondents in civil cases in which there is a right to counsel. Seventeen districts in the state, encompassing 31 counties, have public defender offices. For more details, see the [North Carolina Public Defender Directory](#).

### **Mecklenburg County Public Defender's Office**

720 E. 4<sup>th</sup> Street, Suite 300  
Charlotte, NC 28202  
704.686.0900

The Mecklenburg County Public Defender's Office is the largest public defender's office in the state and represents people charged with criminal offenses who cannot afford to hire a private attorney. Attorneys in the office handle misdemeanor and felony trials and represent clients on motions for appropriate relief. They also represent individuals who are facing involuntary commitment for mental illness or substance use issues. Kevin P. Tully was sworn in as Public Defender on July 1, 2007. Tully has worked in various positions with the Mecklenburg County Public Defender's Office since 1989. Tully steered the office in a more holistic direction, adding social workers and a full-time Spanish language interpreter to assist the attorneys in addressing client needs, and forging a connection with The Bronx Defenders in New York City to receive training and assistance in providing holistic representation to clients.

Hiring: Mecklenburg County will speak with 3Ls during Table Talk at the EJW Fair. To apply for post-graduate positions, students should send a cover letter and resume directly to Kevin Tully, Public Defender, at [kevin.tully@mecklenburgcountync.gov](mailto:kevin.tully@mecklenburgcountync.gov).

Internships: Mecklenburg County offers a 10-week unpaid summer internship. Interns receive tremendous practical experience in the areas of client and witness interviewing, discovery review, investigative techniques and courtroom observation. 2L certified interns will participate in courtroom procedures, including pleas, bond hearings, negotiation and trials. There are also opportunities for research and writing. All interns participate in a 3-day intensive training schedule at the start of the internship that provides valuable insight from topics as diverse as handling bond hearings, sentencing and probation, to calculating jail credit, court decorum, local courtroom procedure, and much more. The office accepts applications on a rolling basis beginning in August. To apply, send a resume and cover letter to Samantha Grill at [samantha.grill@mecklenburgcountync.gov](mailto:samantha.grill@mecklenburgcountync.gov) and Janki Kaneria at [janki.kaneria@mecklenburgcountync.gov](mailto:janki.kaneria@mecklenburgcountync.gov). The office also interviews 2Ls through Fall OCI (preferred) and at the EJW Fair and interviews 1Ls at the PILC Fair in February. For more information, see <https://www.mecklenburgdefenders.org/internships>.

Alumni: Andre Ceccotti '21, Leora Moreno '16, Nathan Rubenson, '14, Brian Wood '14

### **Center for Death Penalty Litigation (CDPL)**

123 West Main Street, Suite 700  
Durham, NC 27701  
919.956.9545

The Center for Death Penalty Litigation is a non-profit law firm that provides direct representation to inmates on North Carolina's death row, as well as consulting with and training attorneys who practice capital litigation across the state. CDPL's commitment to representing indigent and disadvantaged defendants just as vigorously as corporate lawyers defend their highest-paying clients has saved the lives of many who faced execution. In addition to representing individual clients, CDPL spearheads litigation that addresses systemic injustices and educates the public about the death penalty. CDPL has been a leading force in dramatically reducing the number of executions in North Carolina and has cast light on the arbitrariness and unfairness of the state's capital punishment system.

Hiring: CDPL often considers 3Ls for entry-level staff attorney positions. When available, the position will be posted here: <https://www.cdpl.org/work-with-us/>. CDPL also hosts candidates for externally funded fellowships.

Internships: CDPL hires 1Ls and 2Ls for its 10-week summer internship program. In recent summers, interns have visited clients, traveled across the state interviewing witnesses and jurors, worked on clemency cases, assisted with research and writing of direct appeal and post-conviction claims, attended capital trials, and assisted at evidentiary hearings. A stipend is provided. Applications typically open in August and are considered on a rolling basis until positions are filled. For more information about the internship, and for details on how to submit an application online, see <https://www.cdpl.org/internships/>. *CDPL also hosts remote term-time interns*; interested applicants can reach out directly to Shelagh Kenney at [shelagh@cdpl.org](mailto:shelagh@cdpl.org).

Alumni: Aeisha Krause-Lee '21, Madhuri Swarna '19, Erica Washington '17

## **OREGON**

In Oregon, public defense is handled by nonprofit corporations and private firms that contract with the state.

### **Metropolitan Public Defender Services (MPD)**

630 SW 5th Ave., Suite 500  
Portland, OR 97204  
503.225.9100

Metropolitan Public Defender Services (MPD) is a private, non-profit law firm committed to providing high-quality criminal defense for indigent clients. It has offices in Portland and Hillsboro. MPD represents clients in misdemeanor and felony cases, capital murder cases, and juvenile delinquency and dependency hearings. The firm is noted for its long-time involvement with innovative drug courts and community courts and for its in-house expertise on alternative sentencing programs. MPD is committed to the concept of team defense as an effective method of providing the highest level of representation. MPD prides itself on its client-centered advocacy, excellence in trial skills, and emphasis on holistic services to address client's needs.

**Hiring:** MPD is currently accepting applications for attorneys to start in August 2024. Applications will be reviewed on a rolling basis, but interested students are encouraged to submit their applications by **October 1, 2023**. MPD also interviews 3Ls at OCI (preferred). Students should submit an application through the office's employment portal [here](#) OR complete an OCI application via CSM. The office anticipates making its first round of hiring decisions by November 15. MPD is committed to maintaining a diverse and mission-driven team and work environment and encourages candidates of all backgrounds to apply. When available, the position will be posted here: <https://mpdlaw.com/employment-and-volunteering/> (under View Job Openings).

**Internships:** 2Ls who have completed Evidence and Professional Responsibility (or its equivalent) can apply for MPD's Certified Law Student (CLS) Program. Students accepted into this program will have the opportunity to handle their own misdemeanor cases under the supervision of an attorney and will enjoy a significant amount of in-court experience, including jury trials. MPD interviews 2Ls at OCI (recommended) and takes applications directly. Students may email a resume and cover letter to [clsapplicants@mpd.com](mailto:clsapplicants@mpd.com). For more information, see <https://mpdlaw.com/volunteer-certified-law-student/>. 1Ls may serve as research interns. To apply, students should send a resume and cover letter to [randwapplicants@mpd.com](mailto:randwapplicants@mpd.com). For details, see <https://mpdlaw.com/volunteer-research-student/>.

**Alumni:** Ghislaine Pages '23, Elizabeth Wolozin '22, Rachel Maremont '21, Kate McMurchie '21, Sophia (Rosie) Achorn-Rubenstein '20, Keiler Beers '20, Stephanie Damon-Moore '17, Tristen Edwards '17, April Yates '17

## PENNSYLVANIA

### Defender Association of Philadelphia

1441 Sansom Street  
Philadelphia, PA 19102  
212.568.3190

The Defender Association of Philadelphia is an independent, non-profit corporation that was created in 1934 by a group of Philadelphia lawyers who were dedicated to the ideal of high-quality legal services for indigent criminal defendants. They represent clients in adult and juvenile state courts, at civil and criminal mental health hearings, and as child advocates for children with open dependent petitions. The Defender Association represents approximately 70% of all persons arrested in Philadelphia. The office practices horizontal representation. Assistant Defenders rotate their assignments through [units and divisions](#) within the organization as part of a comprehensive training process. Defender attorneys are also part of a dynamic team that includes social workers, mitigation specialists, and investigators. Complementing their trial practice, the Defender Association focuses on meeting the needs of clients pre-trial and following incarceration. They also work with justice partners and stakeholders to change the culture of mass incarceration, including working to end cash bail, reform probation/parole practices, support successful diversion programs, and empower communities to play a more active role in the criminal justice process.

Hiring: The Defender Association will accept a cover letter and resume as an application from 3Ls who plan on taking the Pennsylvania Bar immediately after graduation. Typically, the application is open from September to **mid-October**. The Defender Association conducts virtual 30-minute screening interviews and participates in OCI. The office usually aims to hold panel interviews from mid-October through December, with final panel interviews with the Chief Defender and other members of the Executive Team starting in December through January. For more information and the application, see <https://phillydefenders.org/careers-2/>.

Internships: The Defender Association offers internships to students who have completed their 2L year; however, they have a limited number of openings for 1Ls with relevant work experience. The application may be submitted online and is usually due no later than mid-November. The Defender Association typically also interviews 2Ls at OCI. Positions will be posted here when available: <https://phillydefenders.org/careers-2/>.

Alumni: Nia Holston '19, Madalyn Wasilczuk '13, James Temple '06

### Montgomery County Public Defender

Montgomery County Courthouse, 2nd floor  
P.O. Box 311  
Norristown, PA 19404-0311  
610-278-3295

The Montgomery County Public Defender is dedicated to providing holistic, community-oriented defense through zealous advocacy and community-based intervention programs and re-

entry services. All clients receive collaborative representation through a team of dedicated professionals—including investigators, social workers, paralegals, and support staff—who specialize in criminal and juvenile defense. In addition to its [Adult Criminal Defense Division](#), attorneys work in the [Juvenile Advocacy Division](#), which houses a [Juvenile Delinquency Unit](#) and a [Child Welfare Unit](#); the [Appellate Unit](#); and the [Policy Reform and Social Justice Division](#). Attorneys also represent clients in the Behavioral Health Court, Drug Court and Veterans Court.

Hiring: Montgomery County typically accepts applications from 3Ls on a rolling basis. Hiring is contingent on positions opening, but candidates should apply even if there is not current opening. The office usually conducts screening interviews and places candidates in a pool for when positions become available. 3Ls who are hired are expected to begin working immediately after graduation and to take the first available bar exam (with time off to study). For openings, visit <http://www.montcopa.org/2591/Employment-Opportunities>.

Internships: Montgomery County typically hires about 25 legal interns, including 1Ls and 2Ls. 2Ls can be certified to appear in court. Each intern is assigned to a criminal trial team or to the juvenile or appellate division. (Candidates with particular interest in juvenile defense or appellate work should specify that in their cover letters.) The application period typically opens in August, and applications are accepted on a rolling basis. 2Ls are encouraged to apply early. For more information, see <http://www.montcopa.org/2509/Internship-Opportunities>.

Alumni: Josh Thorn '17

## **RHODE ISLAND**

### **Rhode Island Public Defender (RIPD)**

160 Pine Street  
Providence, RI 02903  
401.222.3492

The Rhode Island Public Defender is believed to be the first statewide full service public defender office established in the United States. RIPD lawyers defend adults and juveniles accused of committing crimes and represent parents who are threatened with loss of custody of their children because of neglect or abuse allegations. Supported by professional social workers, investigators and interpreters, RIPD represents clients in state court proceedings from the first appearance before a judge through trial or hearing, as well as through appeal if necessary. Their goal is to provide client-centered advice, holistic representation and zealous advocacy. They strive to uphold the [principles of community-oriented defense](#) through their [social services](#), [community partnerships](#), and [legislative initiatives](#). There are 6 public defender offices around the state, including 3 in Providence.

Hiring: RIPD does not hire an entry-level class, but they almost exclusively hire entry-level attorneys. Hiring is done as positions become available, and applicants must be admitted to the RI Bar before employment commences. New hires in the criminal division are generally assigned to the misdemeanor unit. There is no formal period of rotation; criminal trial attorneys

are re-assigned to the felony division anywhere from six months to two years following hiring. Otherwise, there is rarely regular rotation among divisions, and attorneys are presumptively hired for a specific vacancy in a particular division. Most attorneys are hired on a state-wide basis and are frequently rotated from one office or geographic area of responsibility to another. For more information, and to find open postings, see <http://www.ripd.org/careers.html>.

Internships: RIPD offers a 10-12 week internship program to 1Ls and 2Ls in the criminal, juvenile, parental rights, and appellate divisions. 2Ls who have taken Evidence and/or a trial practice course may apply to be Rule 9 courtroom advocates and represent clients in the misdemeanor, juvenile, or parental rights units. A limited number of students are selected as appellate clerks, with preference given to 2Ls. Applications are accepted after September 1 on a rolling basis, and most offers are extended by the end of February. RIPD also interviews at the PILC Fair. For details about the program and application instructions, see: <http://www.ripd.org/internships.html>.

## **TENNESSEE**

### **Metropolitan Public Defender's Office (Nashville Defenders)**

Suite 2022  
Parkway Towers Building  
404 James Robertson Parkway  
Nashville, TN 37219  
615.862.5730

Nashville Defenders represents clients in General Sessions Court, Criminal Court, Juvenile Court, and on cases appealed to both the Court of Criminal Appeals and the Supreme Court. Attorneys represent defendants on charges ranging from public drunkenness to first degree murder. The Office's [Juvenile Division](#) represents children under 18 who are accused of offenses ranging from trespass to homicide. It also provides [guardian ad litem services](#) for indigent children who are the subject of neglect and dependency proceedings in Juvenile Court, and it has an [Education Rights Project](#) that aims to divert at-risk youth with disabilities from the juvenile justice system. The office also has an immigration program that has compiled resources both for public defenders about the intersection of the state's criminal legal system and the federal immigration system and for immigrants facing criminal charges. The office also employs investigators and social workers.

Hiring: Nashville Defenders accepts applications year-round and hires as positions become available. They do not hire classes of new attorneys, but they accept applications from 3Ls who will take the Tennessee bar and qualify for supervised practice certification. They usually are not in a position to make job offers early in the year, but they do suggest that students apply as early as possible in their 3Ls year. For application instructions and to view current opportunities, visit <http://publicdefender.nashville.gov/contact-us/employment-opportunities/>. 3Ls may apply at any time via this link: <https://www.governmentjobs.com/careers/nashville/jobs/3843555/assistant-public-defender>.

Internships: Nashville Defenders offers a 10-week internship to 1Ls and 2Ls. 2Ls who have a limited practice license pursuant to the Tenn. Sup. Ct. Rule 7, § 10.03 will also have the opportunity to represent clients in court proceedings under the supervision of an Assistant Public Defender. The deadline to apply is **December 31**, but the office begins making hiring decisions as early as October and will make final decisions by February. For details, and to find postings when available, see: <http://publicdefender.nashville.gov/contact-us/interns-externs-volunteer-opportunities/>.

Alumni: Mary-Kathryn Harcombe '04

## **VIRGINIA**

### **Virginia Indigent Defense Commission (VIDC)**

1604 Santa Rosa Road, Suite 200  
Richmond, VA 23229  
804.662.7249

The Virginia Indigent Defense Commission (VIDC) was statutorily established in 2004, replacing the Public Defender Commission, to protect the Constitutional right to counsel for people who cannot afford to hire their own lawyer. The VIDC oversees [28 public defender offices and 2 satellite offices](#) across Virginia, with a central administrative office that manages the certification of public defenders, as well as private attorneys, seeking court-appointment in criminal cases. Each of the Public Defender Offices handle trial and appellate cases and try cases in the General District, Juvenile, and Circuit Courts. In recent years, the office has expanded significantly, and it is continuing to grow.

Hiring: The VIDC does not hire “classes” of new attorneys, but they do recruit 3Ls for start dates the following fall. The office interviews at OCI and the EJW Fair, primarily to have conversations with students about the application process. A state job application is required and cannot be completed until a position is open, but some offices may be able to make offers in the fall, with others making offers in the spring. Hiring is not centralized, and applicants apply to specific offices of interest. Please note that position descriptions may vary depending on the Public Defender Office’s qualifications. Attorneys are responsible for trying cases in General district, Juvenile, and Circuit Courts for their respective locality. Cases may be handled at the trial and/or appellate level. Please note that Virginia is not a UBE state, and applicants must be prepared to sit for the July bar exam. For additional information and to view openings, please see: <http://www.vadefenders.org/careers/>. Though each office is responsible for its own hiring, having contact with the central administrative office can influence decisions. Interested students are encouraged to reach out to Equity, Diversity, and Inclusion Attorney, [Amari Harris](#), at [aharris@vadefenders.org](mailto:aharris@vadefenders.org).

Internships: The VIDC Internship Program is designed to expose students to all aspects of work as a Public Defender. Interns assist with case preparation and observe misdemeanor and felony criminal trials in general district, juvenile and circuit courts. 2Ls who are certified under the state practice order gain trial experience under attorney supervision. To be certified, 2Ls must have taken Evidence and Professional Responsibility (in addition to courses in Criminal Law, as well as Civil and/or Criminal Procedure). Students interested in interning with a specific Public



Defender Office should [contact](#) the individual office directly to verify internship availability and application requirements, as internship hiring is not centralized and application requirements for students may vary depending on the Public Defender office. Most offices require a cover letter directed to the Chief Public Defender of the office and a resume. The Northern VA offices expect to make offers in the fall, while most other offices hire through the spring. The office may post for its “Horizon Internship Program,” which offers a very limited number of paid internships (up to \$15/hour), in early January. VIDC may also have a PD job fair in January or February. For more information, see: <https://www.vadefenders.org/careers/>.

Alumni: Elena Kagan '23, Zann Ballsun-Simms '21 (Arlington), Marc Canellas '21 (Arlington)

## **WASHINGTON**

### **King County Department of Public Defense (DPD)**

710 Second Avenue, Suite 200  
Seattle, WA 98104  
206.296.7662

The King County Department of Public Defense (DPD) is nationally recognized for providing high quality legal representation. DPD represents indigent clients in several practice areas: [criminal defense](#) (felonies and misdemeanors), [juvenile defense](#), [family defense](#), [involuntary commitment](#), [sex offender commitments](#), and contempt of court. DPD also engages in [affirmative litigation](#) across several practice areas as part of its effort to address systemic racism and reduce the harm and reach of the criminal and civil legal system. The department works to address racial disproportionality, the collateral consequences of system involvement, and other structural and/or systemic issues that undermine the rights of its clients. DPD employs skilled investigators, mitigation specialists, paralegals, and other support staff. King County is an excellent place to work in public defense. In criminal cases, the state has robust discovery rules, requiring compulsory discovery of all materials held by the prosecutor; the Washington State Constitution's exacting standards for search and seizure extend well beyond the Fourth Amendment; public defense attorneys have the ability to retain top expert witnesses; and comparatively more cases go to trial. To learn more about DPD, see <http://www.kingcounty.gov/courts/public-defense.aspx>.

Hiring: DPD recruits 3Ls in the fall with the goal of hiring a class of incoming attorneys for the following year. The recruitment and application process are open (as of 6/30), and the position is posted [here](#). *First consideration will be given to candidates who apply before **September 1, 2023***. Interviews will be conducted on a rolling basis. All applications must be received through the [King County employment website](#). For more information, see [https://www.kingcounty.gov/depts/public-defense/Employment\\_at\\_DPD.aspx](https://www.kingcounty.gov/depts/public-defense/Employment_at_DPD.aspx).

Internships: DPD offers a 10-week paid internship program to approximately 15 students. The internship program is open to 2Ls only. When possible, interns receive a Rule 9 license to appear in court (under close supervision) and represent clients at bond hearings, motion hearings, and even at trial. The recruitment and application process typically opens the first week of August, with preference given to students who apply on or before **September 30**. DPD interviews 2Ls at OCI and the EJW Fair and also schedules interviews based on applications

received through their application portal. For additional information, see:  
[https://kingcounty.gov/depts/public-defense/Employment\\_at\\_DPD/Internships\\_at\\_DPD.aspx](https://kingcounty.gov/depts/public-defense/Employment_at_DPD/Internships_at_DPD.aspx).

Alumni: Rachel Bronkema '23, Pooja Goel '23, Maya Hansen '22, Emma Carlin '21, Hana Yamahiro '21, McKay Campbell '20, Carnissa Lucas-Smith '20, Brandon Davis '18, Kimberly La Fronz '18, Elaine Saly '17, Tori Shepard '11, Zac Franz '10, Antoine McNamara '08, Brian Flaherty '08, Paul Vernon '07, Katherine Hurley '06, Hannah Roman '06, Tara Urs '05

### **Federal Defenders of Eastern Washington and Idaho (FDEWI)**

10 North Post Street, Suite 700  
Spokane, WA 99201  
509.624.7606

The Federal Defenders of Eastern Washington and Idaho (FDEWI) is a Community Defender Program that represents individuals charged with federal crimes in both Eastern Washington and Northern Idaho. Their main office is in Spokane, and they have a branch office in Yakima. They have 16 attorneys across the two offices. The geographic area they cover includes seven Native American reservations, generating the majority of their caseload. They have started a national publication called “My Little Red Rules Book,” designed as a quick reference for attorneys during federal criminal trials and hearings, which they publish on an annual basis.

Hiring: FDEWI offers a paid 1-2 year fellowship to attorneys with less than 5 years of experience, primarily directed to 3Ls and recent graduates finishing clerkships. Offers to 3Ls are contingent on bar passage. Hiring for the fellowship opens in the winter for positions that start the following September. FDEWI hires 2 fellows each year (or every other year). Fellows start immediately with their own caseload, which typically consists of clients charged with illegal reentry and revocation hearings. Additionally, fellows assist senior attorneys with more complex cases and legal issues, as well as second-chair cases proceeding to trial. In the second year of the fellowship, fellows are assigned a variety of other cases, including firearm offenses, drug offenses, and potential crimes charged on Native American Reservations. Fellows are also offered the opportunity to work on appeals and argue cases in the Ninth Circuit. Fellows work closely with all of the attorneys in the office and are mentored closely by the senior attorneys; they also receive in-house trainings and attend national trainings to develop trial skills. Every fellow trained by FDEWI has secured a full-time position at either another federal defender office or at a public defender office. For more information, see <https://www.fdewi.org/careers.html>.

Internships: The office hosts 1L and 2L interns during the summer, with preference given to 2Ls. Interns will appear in court, representing clients during initial appearances, arraignments, and detention hearings. Externs (term-time interns) also handle petty offense and misdemeanor offenses, several of which will end up in trial. Additionally, externs work closely with senior attorneys on more complex cases and legal issues. The deadline to apply for a summer internship is **March 1**. For more information, see <https://www.fdewi.org/careers.html>. Students interested in a remote externship may reach out to Amy Rubin, Managing Attorney, at [Amy\\_Rubin@fd.org](mailto:Amy_Rubin@fd.org).

## WISCONSIN

### Wisconsin State Public Defender (SPD)

17 South Fairchild Street, Suite 500  
Madison, WI 53703  
608.266.0087

The SPD is an independent, executive-branch state agency that represents indigent defendants in all of Wisconsin's 72 counties. The SPD has 37 local trial offices, 2 appellate offices and a central administrative office. Trial Division cases include criminal, civil commitment, protective placement (personal guardianship), revocation of conditional liberty (probation, parole, or extended supervision), termination of parental rights, and juvenile delinquency proceedings. The Trial Division also handles certain other juvenile court matters and proceedings.

Hiring: The SPD hires pre-bar and attends the EJW Fair. Recruitments are usually posted at least two times per year. For additional information, including postings, see: <https://www.wispd.gov/careers>. 3Ls may apply to the posting [here](#). The deadline to apply is **October 31, 2023**. Direct any inquiries to Margaret Wild, Senior Human Resources Specialist, at [wildm@opd.wi.gov](mailto:wildm@opd.wi.gov).

Internships: The application process usually takes place during the late fall/early spring and requires a resume and cover letter. Check the website or call Human Resources for details.

Alumni: Amaresh Srikanthan '16

# **APPENDICES**

## APPENDIX A Suggested Timelines

### 2L & 3L

#### **Summer**

- Develop a relationship with your internship supervisor and ask them to be a reference.
- Try to get a writing sample.
- Update your resume.
- Start working on a list of organizations you want to apply to.
- Draft a template cover letter, which you will tailor for specific offices.
- Begin applying to offices participating in OCI in late August. Check your emails from OCS and the Docket for application periods.
- 3Ls only – If you plan to apply for project fellowships (e.g., Skadden, EJW, Justice Catalyst, and Soros), find a host organization.

#### **September-October**

- Finalize the list of organizations you want to apply to and note their application deadlines.
- Participate in OCI; submit applications approximately 2.5 weeks before each employer comes to campus.
- Register for the EJW Fair and apply for interviews by **September 12**, if interested.
- Attend PILC's Public Defender Brown Bag Lunch Series. Check the Docket for postings.
- Send applications directly to organizations, prioritizing those you are most interested in and those with early deadlines.
- Start interviewing.
- Attend the EJW Fair virtually on **October 12-14**, if interested.
- 3Ls only – Submit project fellowship applications to Skadden, EJW, Justice Catalyst, and/or Soros.

#### **November-January**

- 3Ls – Do second-round panel interviews with organizations that you interviewed with through OCI and the EJW Fair. 2Ls – Continue screening interviews.
- Receive offers from organizations with early hiring.
- By **January 18**, register for the PILC Fair and apply (and reapply) to organizations attending, even if you were not selected for an interview by these organizations based on an earlier application.

#### **February-May**

- Attend the PILC Fair on **February 8 & 9**.
- Continue interviewing, as needed.

## 1L

### **September**

- Attend PILC's 1L Class Meeting, Welcome Reception, and the Criminal and Family Defense Panel during PILC Week (**September 6-13**).
- Attend PILC's Public Defender Brown Bag Lunch Series. Check the Docket for the full list and links to attend.

### **October-December**

- Update your resume.
- Make a list of organizations you want to apply to and their application deadlines.
- Attend Finding and Funding a 1L Public Interest Internship on **October 16**.
- Meet with a PILC Counselor after October 16.
- Continue to attend PILC's Public Defender Brown Bag Lunch Series.

### **December-January**

- Send out applications to organizations, prioritizing those you are most interested in and those with early deadlines.
- Register for the PILC Fair and submit applications to organizations attending by **January 18**.

### **February-March**

- Attend the PILC Fair on **February 8 & 9**.
- Continue applying and interviewing, as necessary.

### **April**

- Finalize placement before the summer funding deadline.
- Attend the information session with Randy Hertz about preparing for your summer internship in public defense.

**APPENDIX B**  
**Sample Resumes and Cover Letters**

The following pages are sample resumes and cover letters from current and former students and alumni applying for public defense internships and jobs. Remember, these are just examples, intended to give you a sense of how you could approach your resume and cover letters. Your applications, especially your cover letters, should reflect who you are and what you care about. Also, remember that you can have any/all of your application materials reviewed by a counselor in PILC!

**1L STUDENT NAME**  
*Address • Phone • Email*

**EDUCATION**

**NEW YORK UNIVERSITY SCHOOL OF LAW**, New York, NY

J.D. Candidate, May 2018

Activities: Parole Preparation Project  
Prisoners' Rights and Education Project  
American Bar Association, Student Member

**THE UNIVERSITY OF CHICAGO**, Chicago, IL

B.A., Interdisciplinary Studies in the Humanities, August 2009

Thesis: *After the End: Storytelling and Narrative in Rwanda's Quest for Transitional Justice*

Honors: Admitted to competitive, thesis-driven program  
Dean's List

Study Abroad: Program in astrophysics in Paris

**EXPERIENCE**

**NEW LEADERS COUNCIL**, New York, NY

*New York City Fellow*, January 2014 to January 2015

Selected as one of 20 young professionals to receive intensive training in areas including public speaking, campaign management, and speech writing, with the goal of advancing a career in progressive advocacy. Raised over \$20,000 as the leader of a fundraising effort to seed similar programs across the country. Organized annual benefit that drew directors of international non-profits and elected officials.

**COUNCIL ON FOREIGN RELATIONS**, New York, NY

*Special Assistant, Executive Office*, May 2011 to August 2015

Developed institutional communications and assisted in governance oversight in a hybrid role at the nation's leading foreign policy think tank. Managed five committees of the Board of Directors and contributed to related projects, including investment portfolio management. Wrote memos, forewords, and essays, and drafted CFR's annual report. Helped design 2014 overhaul in Board election process, relying on NYS not-for-profit law.

**UNITED NATIONS JOINT OFFICE OF UNHCHR AND MONUC**, New York, NY

*Volunteer Researcher*, September 2010 to April 2011

Worked with senior United Nations official to investigate legal, strategic, and bureaucratic challenges facing peacekeeping operations in the Democratic Republic of the Congo at the height of its post-war conflict. Analyzed international agencies' mechanisms for registering civilian complaints for briefs outlining how the United Nations can better respond to community concerns in places where peacekeepers are deployed. Researched topics ranging from humanitarian crimes to strategies for encouraging private investment and infrastructure development in conflict zones.

**MANHATTAN YOUNG DEMOCRATS**, New York, NY

*Co-Chair, Community Action and Social Equity Committee*, January 2010 to January 2011

Organized service opportunities and awareness-raising events on food insecurity, housing regulation, and other issues affecting marginalized communities in New York.

**OBAMA FOR AMERICA**, Pittsburgh, PA

*Field Organizer*, July 2008 to November 2008

Oversaw ground campaign in 11 districts in southwestern Pennsylvania, managing over 1,500 active volunteers, five full-time staffers, and 30 interns. Directed voter persuasion, fundraising, voter registration, get-out-the-vote efforts, and Election Day polling site monitoring. Built alliances with elected officials, civic organizations, and labor to plan events, fundraise, and deliver tailored messaging to constituents.

**ADDITIONAL INFORMATION**

Enjoy documentary photography and photojournalism; studied at the International Center for Photography in New York.



## **1L STUDENT NAME**

*Address • Phone • Email*

### **EDUCATION**

#### **NEW YORK UNIVERSITY SCHOOL OF LAW, New York, NY**

Candidate for JD, May 2018

Activities: Latino Law Students Association  
Student Lawyers' Athletic Program Touch Football League

#### **BROWN UNIVERSITY, Providence, Rhode Island**

A.B. in Political Science, *magna cum laude*, May 2014

Honors: Brown University Honors Program

Activities: All-University Conference on Entrepreneurship, *Chairperson*  
High School Tutoring Program, *Spanish Tutor*

### **EXPERIENCE**

#### **UNEMPLOYMENT ACTION CENTER, NEW YORK UNIVERSITY SCHOOL OF LAW, New York, NY**

*Student Advocate*, October 2015 – Present

Represent individuals in unemployment hearings before administrative law judges.

#### **MK COMMUNICATIONS, INC., Chicago, IL**

*Account Executive*, June 2014 – August 2015

Worked closely with government and non-profit leaders in community development and affordable housing for this boutique public relations and consulting firm. Wrote and edited press releases, brochures, and fundraising materials for a variety of clients. Developed and maintained contact with members of the media to encourage story placement.

#### **BROWN UNIVERSITY, Providence, RI**

*Teaching Assistant, Political Science Department*, September 2013 – May 2014

Prepared and presented lectures in Introduction to Politics for class of 20 students. Worked individually with political science majors to develop original research topics. Performed review and critique of proposals, outlines and draft of senior thesis projects.

#### **OFFICE DEPOT, Chicago, IL**

*Assistant Manager*, June – August 2010

*Customer Service Representative*, June – August 2008, June – August 2009

### **ADDITIONAL INFORMATION**

Fluent in Spanish. Additional experience as an enumerator for the United States Census Bureau and a vendor at Wrigley Field.

## 2L STUDENT NAME

Address

Phone

Email

## EDUCATION

**NEW YORK UNIVERSITY SCHOOL OF LAW**, New York, New York

Candidate for J.D., May 2014

Activities: Prisoners' Rights Education Program, *Student Teacher*

**EMORY UNIVERSITY**, Atlanta, Georgia

B.A. in Philosophy, *summa cum laude*, May 2010

Thesis: *Living in Discontent: Employing the Foucaultian Toolbox in a Modern American Context*

Honors: Phi Beta Kappa

Activities: Emory Living Wage Campaign, *Founding Member*  
Students Against Violence, *Founder and President*  
Empty the Shelters, *Co-President*

## EXPERIENCE

**NEW YORK CAPITAL DEFENDER CLINIC, NYU SCHOOL OF LAW**, New York, New York

*Student Advocate*, August 2011 – May 2012

Conduct research, drafting, client interviewing and provide other litigation support to NAACP Legal Defense Fund attorneys on capital cases in Alabama and Texas, as well as Legal Defense Fund's campaign to establish a statewide Public Defender Office in Mississippi. Participate in a weekly seminar exploring strategic issues in capital litigation, focusing largely on a trial simulation exercise, including jury voir dire, case theory preparation, and cross examination of a psychiatrist who has served as a defense expert at capital sentencing and post-conviction hearings.

**FAIR TRIAL INITIATIVE**, Durham, North Carolina

*Legal Intern*, June – August 2011

Drafted and edited the final version of a motion alleging *Brady* and Rule 16 violations. Wrote memoranda on a variety of criminal law matters, including evidentiary, statutory and constitutional issues.

**UNEMPLOYMENT ACTION CENTER, NYU SCHOOL OF LAW**, New York, New York

*Student Advocate*, September 2010 – Present

Represent indigent clients seeking unemployment benefits with the Department of Labor. Conduct client meetings, perform legal research, and develop and implement case strategy. Appear on clients' behalf in hearings before administrative law judges, conducting direct and cross-examination of witnesses and presenting closing statements.

**LEGAL AID SOCIETY OF BIRMINGHAM**, Birmingham, Alabama

*Summer Intern*, May – August 2010

Observed and assisted attorneys in Municipal Court, City Jail, and Family Court. Conducted research for cases and appeals. Provided administrative support to the director.

## LANGUAGE SKILLS

Fluent in Spanish.

## JOINT DEGREE STUDENT NAME

Address ♦ Phone ♦ Email

### EDUCATION

#### **NEW YORK UNIVERSITY SCHOOL OF LAW, New York, NY**

Candidate for J.D., May 2017

Honors: Florence Allen Scholar – *top 10% at NYU School of Law based on cumulative averages*  
Vanderbilt Scholarship – *full tuition, merit-based scholarship*  
Annual Survey of American Law Journal, Article Editor

Activities: Torts Teaching Assistant  
Defender Collective, Co-Chair

#### **NEW YORK UNIVERSITY SILVER SCHOOL OF SOCIAL WORK, New York, NY**

Candidate for Masters in Social Work, May 2017

Honors: Silver Scholarship  
Child Welfare Scholarship

#### **WESLEYAN UNIVERSITY, Middletown, CT**

B.A. in Psychology, May 2011

Honors: Psi Chi Psychology Honors Society, President

Activities: Women's Club Rugby Team, Forward

### EXPERIENCE

#### **FEDERAL DEFENDER CLINIC, New York, NY**

*Student Advocate*, Expected September 2016 – May 2017

Will provide representation to indigent clients accused of misdemeanor offenses in the Eastern District of New York. Will conduct extensive fieldwork including interviewing clients, plea negotiations, investigation, and litigation. As part of the clinic seminar, will engage in a full simulated suppression hearing and a full simulated trial.

#### **KNOX COUNTY PUBLIC DEFENDER COMMUNITY LAW OFFICE, Knoxville, TN**

*Legal Extern*, June – August 2016

Assist staff attorneys defending adolescents in juvenile delinquency proceedings. Research and prepare legal memoranda, trial motions, directs, and cross-examinations. Conduct client meetings, witness interviews, and case investigation. Individually represent clients in detention hearings, pre-trial negotiations, and adjudicatory hearings.

#### **NYS PSYCHIATRIC INSTITUTE, CHILDREN'S DAY UNIT, New York, NY**

*Social Work Intern*, May 2015 – April 2016

Provided individual and group therapy to adolescents experiencing depression, anxiety, Obsessive Compulsive Disorder and other related psychiatric illnesses. Provided psychoeducation and support to parents and families. Assisted in developing Individualized Education Programs and discharging clients to appropriate therapeutic school environments.

#### **BRONX DEFENDERS, FAMILY DEFENSE PRACTICE, Bronx, NY**

*Legal Intern*, June – December 2014

Assisted staff attorneys defending parents in child abuse and neglect proceedings in Bronx Family Court. Researched and prepared legal memoranda and trial motions. Drafted directs, cross-examinations, and written summations for trial. Assisted in client interviews and witness preparation. Participated in a twice-weekly trial advocacy seminar focusing on trial simulation exercises ranging from case theory preparation to closing arguments.

#### **SUSPENSION REPRESENTATION PROJECT, New York, NY**

*Intake Manager, Senior Advocate*, September 2013 – Present

Represent students facing superintendent suspensions in the New York City area. Conduct client meetings, develop and implement case strategy and mentor first-time advocates.

#### **RED HOOK COMMUNITY JUSTICE CENTER, Brooklyn, NY**

*Case Manager*, October 2011 – August 2013

Coordinated the planning, implementation, and overall evaluation of the needs of defendants mandated to complete substance abuse and/or mental health treatment.

### **3L Student Name**

Address • Email • Phone Number

#### **EDUCATION**

**NEW YORK UNIVERSITY SCHOOL OF LAW**, New York, NY

Candidate for J.D., May 2019

Activities: Washington Square Legal Services Bail Fund, *Chief Bail Bond Agent*  
Parole Preparation Project, *Client Advocate*

**GEORGETOWN UNIVERSITY**, Washington, D.C.

B.S. of Foreign Service in International Politics, Certificate in African Studies, May 2011

Activities: Students of Georgetown, Inc., *Cashier and Manager*

Study Abroad: University of the Western Cape, South Africa, Spring 2010

#### **EXPERIENCE**

**JUVENILE DEFENDER CLINIC**, New York, NY

*Student Attorney*, September 2018 – May 2019

Will represent juveniles in delinquency cases in New York Family Court and participate in clinic seminar with focus on trial skills simulations.

**NEW HAMPSHIRE PUBLIC DEFENDER**, Dover, NH

*Rule 36 Intern*, June 2018 – August 2018

Certified under Rule 36 to represent clients in District and Superior Courts. Prepared four District Court trials, including crafting defense theory, drafting cross examination and closing argument, and researching evidentiary issues for objections. Argued sentencing hearing in Superior Court. Wrote motions to amend bail and suppress evidence. Negotiated bail and plea agreements with County Attorney's Office. Interviewed clients at office and jail appointments. Argued against bail conditions at arraignments.

**FEDERAL DEFENDER CLINIC**, New York, NY

*Student Attorney*, September 2017 – May 2018

Represented thirteen clients charged with federal misdemeanors. Interviewed clients, negotiated with agency officials, and performed investigation. Drafted sentencing submissions, legal memoranda, and motions for felony cases. Completed comprehensive trial skills and motion writing exercises in clinic seminar.

**RHODE ISLAND PUBLIC DEFENDER**, Providence, RI

*Appellate Clerk*, June 2017 – August 2017

Wrote full appeal brief to reduce unconstitutional sentence and authored section of longer brief on *Miranda* warnings for juveniles to the Rhode Island Supreme Court. Drafted memoranda and performed legal research for trial and appellate attorneys. Shadowed felony attorneys in Superior Court.

**SUSPENSION REPRESENTATION PROJECT**, New York, NY

*Deputy Director*, September 2017 – May 2018; *Advocate*, October 2016 – Present

Advocate for New York City public school students in superintendent's suspension hearings. Interview clients, cross-examine school officials, and argue disposition. As Deputy Director, trained new advocates, led board meetings, and supervised a consortium of five law schools and over 900 advocates.

**NEW YORK LAWYERS FOR THE PUBLIC INTEREST**, New York, NY

*Pro Bono Clearinghouse Program Assistant/Intake Receptionist*, October 2015 – June 2016

Communicated with member law firms to monitor pro bono cases. Performed initial intake and provided client referrals.

**UNITED STATES PEACE CORPS**, Ethiopia

*Peace Corps Volunteer Leader*, June 2014 – June 2015; *English-Teacher Trainer*, June 2012 – June 2014

Ran monthly trainings and mentored English teachers in Ataye, Ethiopia. Managed \$1,300 grant to train over 130 farmers and community members in small-garden creation. Facilitated trainings for over 100 volunteers. Completed site visits throughout Ethiopia. Provided feedback on volunteer work reports and needs assessments.

3L STUDENT NAME

Address • Phone • Email

**EDUCATION**

**NEW YORK UNIVERSITY SCHOOL OF LAW, New York, NY**

Candidate for J.D., May 2016

Honors: Root-Tilden-Kern Scholarship - *full-tuition scholarship to engage in public service after graduation*  
Activities: Robert McKay Scholar - *top 25% of students, based on cumulative grades for four semesters*  
Suspension Representation Project, Advocate and Intake Coordinator  
Mental Health Law Board, Co-President

**YALE UNIVERSITY, New Haven, CT**

B.A. in Political Science with Distinction, *cum laude*, May 2009

Activities: *The Yale Globalist*, Managing Editor, Features Editor, Staff Writer

**EXPERIENCE**

**JUVENILE DEFENDER CLINIC, NYU LAW SCHOOL, New York, NY**

*Student Advocate*, September 2015-May 2016

Representing children in Family Court delinquency proceedings with the Legal Aid Society's Juvenile Rights Practice. Advocating for clients through all aspects of the juvenile/criminal process, including arraignment, investigation, motions argument, negotiation, client counseling, and trial.

**MECKLENBURG COUNTY PUBLIC DEFENDER, Charlotte, NC**

*Intern*, May 2015-August 2015

Assumed most duties of an Assistant Defender in District Court, from interviewing witnesses to drafting suppression motions. Conducted plea colloquies, bond hearings, and probation reviews. Prepared and conducted a misdemeanor bench trial. Researched and prepared memoranda of law.

**CRIMINAL DEFENSE AND REENTRY CLINIC, NYU LAW SCHOOL, New York, NY**

*Student Advocate*, September 2014-May 2015

Worked with clients and witnesses at Brooklyn Defender Services to prepare defenses in criminal court. Represented clients at arraignment. Helped to create a database to catalogue misconduct among police officers in New York City. Supervised by Professors Anthony Thompson and Kim Taylor-Thompson.

**THE BRONX DEFENDERS, FAMILY DEFENSE PRACTICE, Bronx, NY**

*Intern*, May 2014-August 2014

Prepared and filed orders to show cause, discovery motions, and memoranda of law on behalf of parents facing abuse and neglect proceedings in Bronx Family Court. Represented parents at Child Safety Conferences and accompanied them to mandated mental health appointments. Performed client intake.

**MFY LEGAL SERVICES, New York, NY**

*Intern*, February 2014-May 2014

Prepared a 30-page memorandum about the due process violations in the NYC paratransit eligibility appeals process.

**NEWARK COLLEGIATE ACADEMY, A KIPP REGION, Newark, NJ**

*Lead Teacher*, March 2011-June 2013

Taught writing and college prep courses at Newark Collegiate Academy, a member of the KIPP charter school network for underprivileged students. Designed school's first school-wide writing curriculum. Founded and coached cross-country and track teams. Taught Life Skills program and mentored freshmen transitioning to high school.

**TEACH FOR AMERICA, Helena, AR**

*Learning Team Leader*, July 2010-December 2010

Led professional development sessions and mentored first-year TFA English teachers in classroom management, lesson execution, and student/family support.

**HELENA-WEST HELENA SCHOOL DISTRICT, Helena, AR**

*Teacher, Teach for America Corps Member*, June 2009-December 2010

Designed curriculum and taught English and college-prep at one of the state's lowest-ranked public schools. Raised school's proficiency rate on Arkansas state English exam from 20% to 45%.

## 3L STUDENT NAME

Address • Phone • Email

### EDUCATION

#### **NEW YORK UNIVERSITY SCHOOL OF LAW**, New York, NY

Candidate for J.D., May 2016

Honors: Gibbons Criminal Procedure Moot Court Competition Quarterfinalist

Activities: Moot Court Board, ABA Competition Brief Writer

Criminal Law, 1L Tutor

Professor Marissa Jackson, Lawyering Teaching Assistant

#### **UNIVERSITY OF PENNSYLVANIA**, Philadelphia, PA

B.A. in English with a minor in Theatre Arts and French, *summa cum laude*, December 2010

Honors: Dean's List (all semesters)

Activities: Theatre Department, Dramaturg and Assistant Stage Manager

### EXPERIENCE

#### **JUVENILE DEFENDER CLINIC**, New York, NY

***Clinic Student***, Fall 2015 – Spring 2016

Paired with juvenile defense attorney in Manhattan to represent clients in court. Interview clients, investigate cases and file motions to suppress and motions to dismiss in the interest of justice. Practice simulations for client interviewing, and trial advocacy, culminating in a full-trial simulation at the end of fall semester.

#### **ALASKA PUBLIC DEFENDER AGENCY**, Bethel, AK

***Intern***, May 2015 – August 2015

Represented my own caseload of misdemeanors, and argued for my clients in court under Alaska student practice law. Worked closely with relationships with clients from initial interview through sentencing. Prepared case plans for clients with social worker. Argued bail reduction and sentencing in court. Wrote motions, when strategic. Investigated cases, interviewed victims and witnesses, took crime-scene photos and measurements. Negotiated plea agreements. Prepared voir dire, opening statements, exhibits, cross-examination, and direct examination.

#### **NEIGHBORHOOD DEFENDER SERVICES**, Harlem, NY

***Law Clerk***, September 2014 – May 2015

Second-chaired a felony trial. Conducted research on evidence admissibility. Digested witness statements and documents, including special education and medical records. Visited clients in detention and discussed their cases.

#### **SUSPENSION REPRESENTATION PROJECT**, New York, NY

***3L Advisor***, May 2015–Present; ***Advocate-in-Chief*** and ***Intake Manager***, May 2014–May 2015

Represent students at adversarial suspension hearings. Perform intake, interviewing students and their families. Develop case theories and narratives. Question witnesses, cross-examine adverse witnesses, and deliver closing arguments. Present mitigating evidence in support of disposition argument and give disposition statement.

#### **PROFESSOR ERIN MURPHY, NYU SCHOOL OF LAW**, New York, NY

***Research Assistant***, June 2014 – January 2015

Assisted Professor Murphy in updating chapters of the Modern Scientific Evidence Treatise concerning admissibility of arson, DNA and parentage evidence. Conducted research for revising sexual assault provisions of Model Penal Code.

#### **LOUISIANA CENTER FOR CHILDREN'S RIGHTS**, New Orleans, LA

***Law Clerk***, May 2014 – August 2014

Advocated on behalf of youth adjudicated delinquent and held in secure detention. Visited clients in detention; interviewed clients and families to develop strategy to get children released from detention. Performed extensive research on education and right to treatment for juveniles in secure detention for delinquency.

### **3L STUDENT NAME**

Address • Phone • Email

**ASTOR WEISS KAPLAN & MANDEL, LLC**, Philadelphia, PA

*Paralegal*, January 2012 – June 2013

Worked in family law and civil litigation departments. Kept track of numerous clients and managed extensive case files, including files for a class-action lawsuit where I was responsible for remaining in contact with all class members and coordinating discovery.

#### **ADDITIONAL INFORMATION**

Proficient in French. Filmed a documentary in Rwanda about an orphanage after the genocide. Volunteered as a Drama Instructor for youth in an after-school program.

### 3L STUDENT NAME

Address

(T) Phone Number (E) Email Address

#### EDUCATION

**NEW YORK UNIVERSITY SCHOOL OF LAW**, New York, NY

Candidate for J.D., May 2017

Honors: Dean's Award Scholar

Activities: Suspension Representation Project, *Director of NYU Board, Consortium President, Senior Advocate*

The Fair Defense Project, *Founder and Alternatives to Prosecution Chair*

Black Allied Law Students Association, *Public Interest Professional Co-Chair*

Parole Preparation Project, *Client Advocate*

Alternative Breaks, *Orleans Public Defenders, Intern*

**HARVARD UNIVERSITY**, Cambridge, MA

A.B. *cum laude* in History and Literature, Minor in African Studies, May 2011

Study Abroad: University of Oxford, Visiting Student in History and English, 2009-10

Activities: Habitat for Humanity, *Blogger and Team Member*

Harvard Program for International Education, *Student Teacher*

#### EXPERIENCE

**METROPOLITAN PUBLIC DEFENDER SERVICES**, Portland, OR

*Certified Law Student*, June – August 2016

Handle a caseload of 5-10 clients. Control each part of the case from interviewing clients to developing case theories and filing motions to conducting jury trials. Speak on the record at plea hearings, procedural hearings, diversion entries and community court appearances.

**MANHATTAN FAIR DEFENSE FUND: NYU'S CHARITABLE BAIL FUND**, New York, NY

*Co-President and Operations Design*, April 2015 – Present

Run NYU's charitable bail fund with a team of Washington Square Legal Services administrators, NYU faculty, public defenders, and student case managers. Designed the system of operations for the bail fund. Assisted Washington Square Legal Services in establishing and licensing the fund. Developed and conducted training of student bail fund members.

**FEDERAL DEFENDER CLINIC**, New York, NY

*Legal Intern*, September 2015 – May 2016

Represented 13 clients accused of federal misdemeanors and petty offenses. Conducted fieldwork involving counseling clients, investigating factual matters, developing case strategies, negotiating with prosecutors and agencies, and researching legal issues. Assisted on felony cases by writing motions, interviewing clients, and conducting legal research.

**CENTER FOR DEATH PENALTY LITIGATION**, Durham, NC

*Legal Intern*, June – August 2015

Performed legal research and writing and served as a client advocate for trial and habeas level capital punishment cases. Wrote several motions and memos to identify pertinent issues for trial and habeas claims, assisted with hearings, conducted juror interviews, and advocated for medical assistance for a death row inmate.

**LUTHERAN SOCIAL SERVICES OF NEW YORK**, New York, NY

*Disaster Case Manager*, January 2013 – May 2014

Connected Hurricane Sandy affected households with services. Advocated on clients' behalf for grant funding, public assistance, and housing through active involvement in community development efforts. Received NY Disaster Interfaith Service's Annual Award for Tenacity in Advocating for Survivors.



**RWANDA EDUCATION ASSISTANCE PROJECT (REAP), Musha, Rwanda**  
*Carl and Lily Pforzheimer Fellow*, November 2011 – October 2012

Established a library, reading programs, and a student led library council at the Duha School. Monitored all REAP projects, organized school events, and wrote weekly blog posts. Developed and continue to manage a mutual aid community for child headed-households to prevent school dropouts and to encourage emotional and academic development through community and sponsorship of basic needs.

### 3L STUDENT NAME

Street Address | City, State Zip | Phone Number | Email Address

## EDUCATION

### NEW YORK UNIVERSITY SCHOOL OF LAW, New York, New York

J.D. Candidate, May 2019

Honors: Dean's Scholarship – *partial tuition scholarship based in part on academic merit*  
The Arthur Garfield Hays Civil Liberties Program

Activities: Black Allied Law Students Association, *Public Interest Professional Committee Co-Chair*  
Coalition on Law and Representation

### NORTHWESTERN UNIVERSITY, Evanston, IL

B.A. in Political Science, June 2013

Honors: Class Speaker, 155th Annual Commencement Ceremony  
University Honors in Leadership

Activities: The Global Engagement Summit, *Co-Director*

## EXPERIENCE

### ORLEANS PUBLIC DEFENDERS, New Orleans, LA

*Law Clerk*, May 2018-August 2018

Assist staff attorneys defending adults charged with criminal offenses in Criminal District Court and Municipal Court. Research legal issues and write motions. Prepare investigation and client services plans. Draft direct and cross-examinations in preparation for trial. Conduct witness interviews. Build relationships with clients in and out of custody.

### WASHINGTON SQUARE LEGAL SERVICES BAIL FUND, New York, NY

*President Emeritus*, April 2018-Present

Oversee operations for NYU Law's charitable bail fund by working with faculty, administrators, public defenders, and student case managers. Develop and conduct trainings for case managers. Engage in the broader city and state movements around cash bail and pretrial detention.

### CRIMINAL DEFENSE & REENTRY CLINIC, New York, NY

*Student Advocate*, September 2017-June 2018

Represented individuals charged with criminal offenses under supervision of two Brooklyn Defender Services attorneys. Interviewed clients, researched and wrote legal memoranda, and represented clients at arraignment. Participated in discrete simulations of client interviewing, voir dire, opening remarks, direct and cross-examinations, closing arguments, and a team trial.

### STILL SHE RISES, TULSA: A PROJECT OF THE BRONX DEFENDERS, Tulsa, OK

*Legal Intern*, June-August 2017

Represented mothers in criminal court and in child abuse and neglect proceedings in family court. Conducted client intakes. Wrote motions for pretrial release as well as for bond and fine/fee reduction. Completed legal research and wrote novel motions. Assisted with investigations and cross-examination preparation. Developed a book donation program for incarcerated women and an original community outreach tool focused on policing and the criminal legal system in Tulsa.

### CENTER FOR AMERICAN PROGRESS, Washington, D.C.

*Research Associate, Early Childhood Policy*, August 2014-June 2016

*Emerson National Hunger Fellow, Poverty to Prosperity Program*, March 2014-August 2014

Produced original policy and program recommendations. Launched the juvenile justice policy portfolio with a series of recommendations focused on eliminating preschool suspensions and expulsions. Spearheaded an organization-wide strategy to mark the 50th anniversary of the Civil Rights Act. Researched and co-authored descriptive columns, briefs, and reports.

### GREATER PITTSBURGH COMMUNITY FOOD BANK, Pittsburgh, PA

*Emerson National Hunger Fellow, Southwestern Pennsylvania Food Security Partnership*, August 2013-March 2014

Recruited 16 new community-based sites for the Summer Food Service Program (SFSP), a federally funded and locally administered child nutrition and anti-hunger program. Developed a county-wide outreach strategy to increase SFSP participation among eligible families.

## ALUMNUS/A NAME

Address Phone Email

### EXPERIENCE

#### **LEGAL AID SOCIETY CRIMINAL DEFENSE PRACTICE**, Brooklyn and Bronx, NY

*Staff Attorney*, October 2008-Present

Represent indigent clients charged with all classes of felonies and misdemeanors from initial criminal court arraignment through trial or disposition. Tried six cases to verdict. Litigated fourteen suppression hearings. Negotiate favorable dispositions with prosecutors, advising clients on potential collateral consequences and working with immigration lawyers to craft safe dispositions for non-citizen clients. Research and write motions arguing for suppression of physical evidence, identifications, or statements; dismissal of indictments due to errors in grand jury presentations; disclosure of discovery or *Brady* material; dismissal on speedy trial grounds; and dismissal of misdemeanors for facial insufficiency of the accusatory instrument. Prepare and accompany clients testifying before the grand jury. Develop investigation strategies and direct staff investigators in implementation of plan. Work with social workers to conduct social history investigation, including collecting records, drafting pre-pleading memoranda, and locating appropriate alternatives to incarceration. Consult with experts and review expert submissions to the court.

#### **HON. WARREN J. FERGUSON, NINTH CIRCUIT COURT OF APPEALS**, Santa Ana, CA

*Law Clerk*, August 2007-August 2008

#### **JUVENILE DEFENDER CLINIC, NYU SCHOOL OF LAW**, New York, NY

*Student Advocate*, September 2006-May 2007

Represented children in delinquency proceedings in Brooklyn Family Court under supervision of the Legal Aid Society's Juvenile Rights Division. Conducted a trial, a suppression hearing, initial appearances, and dispositional hearings. Interviewed clients, clients' families, and witnesses. Drafted motions. Linked clients with social services.

#### **LAW OFFICE OF JOSHUA L. DRATEL**, New York, NY

*Legal Intern*, September 2006-May 2007

Conducted legal research for a motion on behalf of a capital defendant arguing that the composition of a jury pool in the Southern District of New York violated his right to a jury drawn from a fair cross-section of the community.

#### **THE BRONX DEFENDERS**, Bronx, NY

*Legal Intern*, June-August 2006

Researched and drafted motions filed in pending criminal cases. Represented clients at arraignment, conducting initial client interviews and negotiating dispositions with Assistant District Attorneys. Drafted memoranda.

#### **PROFESSOR MICHAEL WISHNIE, NYU SCHOOL OF LAW**, New York, NY

*Research Assistant*, September 2005-May 2006

Co-authored report on state and local police enforcement of federal immigration law using the NCIC database. Conducted legal research and assisted with drafting pleadings in *Al-Kidd v. Ashcroft*, a lawsuit brought by the ACLU on behalf of an individual unconstitutionally detained for investigative purposes under the federal material witness statute in connection with a terrorism prosecution.

#### **LEGAL ACTION CENTER**, New York, NY

*Legal Intern*, June-August 2005

Performed legal research and advocacy on behalf of people facing discrimination based on their criminal history or HIV status. Conducted client intake interviews and counseled clients on potential remedies.

#### **MISSION HOUSING DEVELOPMENT CORPORATION**, San Francisco, CA

*Tenant Coordinator, Apollo Hotel*, October 2002-April 2004

Provided counseling on health, mental health, vocational skills, and substance abuse for formerly homeless tenants of a supportive housing residence. Organized educational and community-building activities.

**HABEAS CORPUS RESOURCE CENTER**, San Francisco, CA

*Investigator*, December 2000-June 2002

*Litigation Support Assistant*, December 1999-December 2000

Developed factual support for constitutional challenges to convictions and sentences of death-row prisoners. Conducted in-person interviews with witness around the country. Drafted witness declarations. Obtained and reviewed legal, medical, academic, employment, and other records relevant to clients' social histories. Received extensive training on issues relevant to mitigation, particularly trauma and mental health.

**EDUCATION**

**NEW YORK UNIVERSITY SCHOOL OF LAW**, New York, NY

J.D., May 2007

Honors: Root-Tilden-Kern Scholar – selected for public service, academic merit, and leadership  
Review of Law and Social Change, *Senior Articles Editor*

**WESLEYAN UNIVERSITY**, Middletown, CT

B.A. in Government, May 1999

Activities: Connecticut Students Against the Death Penalty, *Lead Coordinator*  
Wesleyan Clinic Escorts, *Lead Coordinator*  
WESU 88.1 F.M., *D.J.*

**PUBLICATION**

*Blurring the Lines: A Profile of State and Local Police Enforcement of Immigration Law Using the National Crime Information Center Database*, 2002-2004 (with Annie Lai, Jennifer Wagner, Michael Wishnie), Migration Policy Institute, December 2005.

**BAR ADMISSION**

New York and New Jersey

# ALUMNUS/A NAME

Address

Email · Phone Number

## EDUCATION

**NEW YORK UNIVERSITY SCHOOL OF LAW**, New York, NY

J.D., January 2013

Honors: International Law and Human Rights Fellow  
Norman S. Ostrow Memorial Scholar  
Dean's Award Scholar

Activities: Alternative Student Breaks, *Law Clerk at Orleans Public Defenders*  
Prisoners' Rights and Education Project, *Treasurer*  
Law Students for Human Rights, *Student Researcher*  
Review of Law & Social Change, *Staff Editor*

**NORTHWESTERN UNIVERSITY**, Evanston, IL

B.A. in Psychology and English in Writing, June 2006

Activities: Clinical Psychology Research Assistant  
Multiethnic InterVarsity Christian Fellowship, Executive Leadership Team

## EXPERIENCE

**OFFICE OF THE PUBLIC DEFENDER, 15TH JUDICIAL CIRCUIT OF FLORIDA**, West Palm Beach, FL

*Assistant Public Defender, Felony Trial Division*, November 2015 – July 2016

*Assistant Public Defender, County Court Trial Division*, August 2013 – November 2015

Managed a caseload of up to 100 felony cases in Circuit Court. Represented indigent clients in every stage of criminal prosecution, from arraignment through final disposition. Interviewed witnesses, performed pretrial investigations, and conducted discovery depositions of adverse witnesses. Wrote pretrial motions, including motions for bond reduction, discovery motions, and motions to suppress. Counseled clients regarding potential case resolutions. Negotiated with prosecutors to resolve cases while considering impacts on clients' housing, employment, immigration, and families. Conducted over 20 jury trials to final verdict.

**THE BRONX DEFENDERS**, Bronx, NY

*Criminal Defense Intern*, June – May 2012

Interviewed clients at arraignment, negotiated with prosecutors, and appeared in misdemeanor arraignments. Helped to prepare clients and witnesses to testify before the grand jury. Drafted legal memoranda and pretrial motions. Conducted pretrial investigations. Staffed intake to assist community members with civil and criminal legal issues.

**FEDERAL DEFENDER CLINIC, NYU SCHOOL OF LAW**, New York, NY

*Student Advocate*, August 2011 – May 2012

Represented indigent clients charged with petty offenses in the Eastern District of New York, culminating in an evidentiary hearing and two bench trials before a federal magistrate judge. Interviewed and counseled clients, negotiated with prosecutors, conducted investigations, interviewed witnesses, and drafted pretrial motions. Worked under the supervision of a Federal Defender in the Southern District of New York to help defend federal felony cases.

**CABRINI GREEN LEGAL AID, Chicago, IL**

*Intern*, June – May 2011

Assisted in representing a public housing tenant in an eviction trial, including witness preparation, jury selection, and cross-examination. Drafted successful motion for new trial on the basis of juror misconduct.

**KENYA NATIONAL COMMISSION ON HUMAN RIGHTS, Nairobi, Kenya**

*Intern*, June – May 2010

Participated in human rights workshops to educate community leaders about the contents of Kenya's draft constitution. Monitored campaign rallies and reported on electoral violations. Served as an election observer on referendum day.

**ZULKIE PARTNERS LLC, Chicago, IL**

*Immigration Paralegal*, October 2006 – June 2009

Drafted employer-sponsored applications to U.S. Citizenship and Immigration Services, the U.S. Department of Labor, and the U.S. Department of State to petition for immigration benefits for skilled foreign workers. Provided guidance to foreign nationals regarding the requirements and benefits of various status categories and restrictions on foreign travel.

**BAR ADMISSIONS**

Florida (2013) and Illinois (2016)

**ADDITIONAL INFORMATION**

Conversational in French. Volunteered for the New Americans Initiative in Chicago, assessing applicants' eligibility to naturalize and preparing naturalization applications. Member of Palm Beach Association of Criminal Defense Lawyers.

**ALUMNUS/A NAME**

Address · Phone · Email

**EDUCATION**

**NEW YORK UNIVERSITY SCHOOL OF LAW**, New York, New York

J.D., *magna cum laude*, *Order of the Coif*, May 2009

Honors: Vanderbilt Medal – *awarded for outstanding contributions to the School of Law*  
Hays Fellow – *awarded on the basis of legal ability and commitment to civil liberties*

Activities: Public Interest Law Foundation, Co-Chair  
OUTLaw LGBT Students Association, Co-Chair

**COLUMBIA UNIVERSITY, TEACHERS COLLEGE**, New York, New York

M.A. in Teaching of English, May 2003

**COLUMBIA UNIVERSITY, COLUMBIA COLLEGE**, New York, New York

B.A. in English with a concentration in Religion, *magna cum laude*, May 2001

**EXPERIENCE**

**FEDERAL DEFENDERS OF SAN DIEGO, INC.**, San Diego, California

*Trial Attorney*, October 2009 – Present

Handle caseload consisting of drug-trafficking, immigration, fraud, habeas, and child pornography cases. Write and argue suppression motions, motions to dismiss, and motions under 8 U.S.C. § 1326(d). Negotiate plea agreements and obtain favorable sentencing departures and variances. File appeals and argue in the Ninth Circuit Court of Appeals. Conducted fifteen felony jury trials in Federal Court. Successfully litigated motions challenging systemic delays in initial appearance and conditions of detention, resulting in two favorable written orders and district-wide improvements. Supervise junior attorneys and give training presentations to Criminal Justice Act panel attorneys and federal defenders.

**LEGAL AID SOCIETY, JUVENILE RIGHTS DIVISION**, Bronx & New York, New York

*Student Advocate*, September 2008 – April 2009

Represented clients charged in juvenile delinquency proceedings as part of both the Juvenile Defender Clinic and the Hays Fellowship. Filed motions to dismiss and suppress evidence. Cross examined witnesses at trials and hearings. Assisted in impact litigation challenging conditions in juvenile detention facilities, including researching existing grievance procedures and exhaustion requirements for civil suits on behalf of prisoners.

**NEW YORK LAWYERS FOR THE PUBLIC INTEREST**, New York, New York

*Legal Intern, Hays Fellowship Placement*, September 2008 – December 2008

Assisted in impact litigation on behalf of developmentally disabled individuals in nursing home facilities. Reviewed and organized data collected by supervising attorney. Researched and drafted legal pleadings.

**BRONX DEFENDERS, FAMILY DEFENSE PRACTICE**, Bronx, New York

*Legal Intern*, January 2008 – April 2008

Shadowed attorneys representing parents in child custody proceedings. Researched constitutional challenges to negligence charges against HIV-positive woman for medical choices while pregnant.

**URBAN JUSTICE CENTER, PETER CICCHINO YOUTH PROJECT, New York, New York**

***Student Advocate***, September 2007 – December 2007

Worked on a variety of legal matters for LGBT clients, primarily homeless youth, as part of the Children's Rights Clinic. Drafted asylum petition on behalf of a gay man with HIV from Tobago. Assisted transgender clients with name change procedures in court, name and gender changes on driver's licenses, and gender changes on birth certificates.

**PROFESSOR HELEN HERSHKOFF, NYU SCHOOL OF LAW, New York, New York**

***Teaching Assistant***, September 2007 – December 2007

Drafted review materials and executed review sessions for a Civil Procedure class. Held weekly office hours and provided written and oral feedback to students.

**ADVOCATES FOR CHILDREN, New York, New York**

***Legal Intern***, May 2007 – August 2007

Represented children in special education-related cases. Helped to investigate and organize data in impact litigation case challenging special education services provided at "suspension schools." Worked on several direct representation cases and filed appellate brief to the Bureau of Special Education Appeals.

**MAKE THE ROAD NEW YORK, Brooklyn, New York**

***Legal Intern***, January 2007 – April 2007

Designed and gave "Know Your Rights" workshop and authored accompanying brochure. Represented clients in special education and suspension-related matters. Filed and won an appeal of a denial of SSI- disability benefits claim.

**NEW YORK CITY PUBLIC SCHOOLS, New York, New York**

***Math Teacher*** at Middle School 246, September 2002 – June 2006

***English Teacher*** at Intermediate School 172, July 2001 – June 2002

Instituted an after-school tutoring program for Math used by 25% of the student body. Developed teacher and student schedules to comply with union contracts and city instructional mandates. Coordinated staff and student orientations.

**PUBLICATIONS & TRAININGS**

National Association of Criminal Defense Lawyers – National Forensic College, June 2016

National Criminal Defense College – Trial Practice Institute, June 2012

American Immigration Lawyers Association – Annual Conference, June 2011

*Chapter 1: The Bail Reform Act*, DEFENDING A FEDERAL CRIMINAL CASE, 2016 Ed. (2016) (*forthcoming*).

*Using Laws Designed To Protect as a Weapon: Prosecuting Minors Under Child Pornography Laws*, 34 N.Y.U. Rev. L. & Soc. Change 299 (2010) (cited in *United States v. C.R.*, 792 F. Supp. 2d 343, 510 (E.D.N.Y. 2011)).

**LANGUAGE SKILLS**

Proficient in Spanish, basic Italian

**BAR ADMISSIONS**

California

United States District Court of Southern District of California

United States Court of Appeals Ninth Circuit



Date

Sharee Garnett, Director of Human Resources  
Orleans Public Defenders  
2601 Tulane Avenue, Suite 700  
New Orleans, LA 70119

Dear Ms. Garnett,

I am a first-year student at New York University School of Law and write to convey my strong interest in a summer law clerkship with the Orleans Public Defenders. My passion for social justice and conviction to advocate for indigent clients underlie my goal of practicing as a public defender. I believe my professional experience and personal commitment to OPD's mission would make me a valuable contributor in your office, and I appreciate your time and consideration.

Prior to law school, I worked at the Public Defender Service for the District of Columbia as an investigative intern for six months. At PDS, I gained first-hand experience in indigent defense as I investigated a general felony caseload spanning clients who faced charges of gun or drug possession to assault or murder. I was drawn to work as an investigator because I wanted to interact with clients and help advocate for the marginalized and most vulnerable among us; I also intuited that the pace and dynamic of trial advocacy suited my personality and background. But I left PDS with the unrelenting conviction that criminal defense for indigent clients is the most urgent and necessary work I can do. Our clients were complex and multifaceted, compassionate and loyal, despite the pervasive racism and classism that funneled them into the legal system. I was humbled by the role we served in defending their liberty.

My experience at PDS complements my ongoing work as a teacher and member of [organization]. Teaching in prisons and jails allows me to spend time in a non-legal context with those bearing the greatest impact of the criminal legal system. The work enriches my perspective of how the system operates and whom it fails, and it intensifies my drive to pursue public defense.

I came to law school – and NYU Law specifically – to cultivate tools that will allow me to zealously advocate for marginalized clients. I have sought avenues to further engage my interests in criminal justice by joining the Prison Education Reform Project and the program committee for [organization]. I also serve as a student advocate for a gender non-conforming client who is navigating the process of changing personal documents. Next semester, I will compete in [moot court competition], which provides the opportunity to hone legal research, writing, and oral advocacy skills. These experiences strengthen my strong analytic and academic foundation and prepare me to succeed in a fast-paced and demanding environment.

I am drawn to OPD because I want to learn from exceptional advocates who navigate one of the most unjust legal systems in the country. My writing, research, and communication skills, coupled with my strong work ethic, will allow me to contribute to OPD's work. I have enclosed my resume and would appreciate the opportunity to speak in detail about my background and interest in OPD. I look forward to hearing from you.

Sincerely,  
1L Student Name

Lauren Shapiro, Attorney-in-Charge  
Brooklyn Defender Services, Family Defense Practice  
177 Livingston Street, 7th Floor  
Brooklyn, NY 11201

Dear Ms. Shapiro:

I am a first-year student at New York University School of Law and wish to express my strong interest in a summer internship with Brooklyn Defender Services' Family Defense Practice. Having watched my younger sister struggle through the court system, I came to law school to advocate on behalf of vulnerable people and families. The opportunity to learn from Brooklyn Defender Services' attorneys would be of unparalleled value, given the organization's diversity of cases, and its relentless commitment to its cause. At the same time, I believe that my professional experience and personal commitment to social justice would enable me to make a meaningful contribution to your important work.

As a queer girl of color in a conservative, white town, my younger sister has long attracted the attention of law enforcement. She was thirteen years old the first time the police followed her home. Those early interactions codified her difference and imposed a myth of deficiency in her mind and the minds of those around her. Future opportunities were limited as she was excluded from extracurricular activities, scholarships, and summer jobs, while her history was used to justify increasingly extensive stops, searches, and accusations. Though her experience was driven by criminal charges, it showed me how frightening, alienating, and straining court proceedings can be, especially for children and families. Fundamentally, my family needed more than a lawyer—we needed an advocate.

As a volunteer for the Parole Preparation Project (PPP) and the Prisoners' Rights and Education Project (PREP), I am working to gain the skills necessary to be a powerful advocate, and I believe that my work with both organizations will provide solid training for a career in civil or criminal representation. Through PPP, I am helping a man prepare for the first parole hearing of an indeterminate life sentence for a violent crime. We only recently began our work together, but already I am learning to work with my client's family, and to earn his and their trust. I am also working to build a relationship that, while professional at its core, revolves around deeply personal issues. This semester, I will be teaching a legal research class at a women's prison through PREP and hope to gain further skills, including how to communicate legal concepts to non-legal audiences. Though my work in both cases is with individuals convicted of criminal charges, I believe the skills I will gain in client interaction are equally vital in a civil context as well.

In addition to the skills that I am currently developing, I also have more than seven years of transferrable experience that I am eager to apply. As a Field Organizer on President Obama's 2008 campaign, I worked with people from diverse backgrounds in service of a cause, organizing districts ranging from affluent suburbs to poor urban communities, and working with community members to forge coalitions with labor, local officials, and religious groups. I built on that experience later as Co-Chair of the Community Action and Social Equity Committee of the Manhattan Young Democrats, organizing service events and fundraisers on behalf of needy New Yorkers. The campaign also made me an effective and persuasive communicator. Leading the effort to connect with individual voters in my districts, I learned to present strong and consistent arguments, and to respectfully but effectively persuade strangers on deeply divisive issues. I further sharpened my narrative abilities in my most recent position at the Council on Foreign Relations (CFR), where I strengthened my analytical writing and learned to craft cohesive and persuasive narratives from raw data. I also honed the research skills that I first developed in college, where my thesis on transitional justice in Rwanda was the result of independent research and analysis of victim testimony. Through all of my experiences, I have learned to work independently and as a member of a team; to manage multiple projects, priorities, and deadlines; and to deliver comprehensive and consistent work.

I came to law school to work on behalf of vulnerable people; to intern with Brooklyn Defender Services in the Family Defense Practice would be a chance to do so with an organization I greatly admire. I have enclosed my resume for your consideration, and I would be grateful for the opportunity to speak in greater detail about my background and interest in the position. I hope to hear from you soon.

Sincerely,  
1L Student Name

Date

Margaret Knight  
Supervising Attorney  
Office of the Appellate Defender  
11 Park Place, Suite 1601  
New York, NY 100072

Dear Ms. Knight,

I am a first-year student at New York University School of Law, and I write to express my strong interest in a summer internship with the Office of the Appellate Defender. I came to law school to be an appellate public defender, and I want to work at OAD because of its dedication to representing individuals through a holistic approach to appellate work. I believe that my passion for advocating for indigent defendants, as well as my strong research and writing skills, will allow me to make a real contribution to your office.

My interest in appellate public defense began with my realization of how harmful prosecution can be. Prior to law school, I imprudently accepted a one-year paralegal position with the Appeals Division of the New York County District Attorney's Office. I was skeptical of prosecution, but, having been formatively shaped by my mother's 35-year career in a state attorney's office, I did not yet understand its failings—beyond individual abuses of discretion and adversarialism—as intractable and systemic. As such, I was naively curious about the prospect of reform prosecution, and I envisioned a system where both sides collaborated toward best outcomes. Instead, through the nature of appellate work, I saw the State brutalize indigent people of color at every step. I saw bail habeas petitions that recounted how the system of cash bail denied liberty to presumptively innocent indigent persons, pricing their freedom at farcically high costs. I read countless plea and sentencing minutes wherein such persons, fearful for their immediate safety, overwhelmingly pled guilty in exchange for terrifying collateral consequences. And, of course, I reviewed myriad appellate briefs that rubber-stamped this brutalization with identical dispassionate remove.

One case, early in my tenure, particularly confirmed my impulse to pursue law school so as to become an advocate for indigent defendants. A man had been arrested for “sitting improperly on a subway seat.” He was homeless and had fallen asleep across two seats after midnight on a weeknight. An ADA sent me his brief responding to the appeal with the note, “Another terrible one for ya, but at least it's short.” In it, he defended the conviction as the necessary litigating of a public nuisance – there was no record to suggest that the car was full, but what if, the ADA wrote, someone who had desired a seat was left to stand because the man was sleeping across two? When I later questioned how, if nothing else, the brief could constitute a justifiable use of limited resources, the ADA deflected. Concession wasn't done, nor, in a field where you can avoid putting a face to a name—or even a name to “defendant”—considered.

My time at the District Attorney's Office was a mistake, but it left me deeply passionate about defending the rights of indigent defendants. Indeed, in reading countless OAD briefs over my year at DANY, I was consistently swayed and inspired by the compassion and commonsense humanity of OAD's approach, and I remain dedicated to a career per its example. In law school, I have thus worked to hone the skills I will need to be an effective defendant advocate. Through my volunteer work with the Civil Legal Advice and Resource Office, where I do intake and work with attorneys to provide legal advice to debtor-defendants, I am building my direct service and client interaction skills, learning to put a client's priorities at the forefront. Additionally, as a case manager for the Washington Legal Services Bail Fund,

where there is frequently a tension between the letter of the eligibility criteria and the interests of justice in bringing an incarcerated person home, I am learning to apply a holistic approach to technicalities.

Moreover, moral instructiveness aside, my time at the District Attorney's office was an efficient crash course in the criminal justice process from arrest to appeal, as well as in the functional difficulties of navigating court systems. Specifically, I have acquired ample practical skills—for example, communicating with Appellate Division clerks, reading RAP sheets, and examining the court file—that will allow me to contribute to OAD effectively. My considerable journalistic writing experience also refined my written skills of persuasion and advocacy, particularly because success in digital journalism came from making wide audiences care about my chosen content. My time working as the sole steward of [publication]'s nightly news operation, writing and publishing multiple articles live and without supervision, was also a high-pressure primer in being efficient, diligent, and self-sufficient in the work I prepare. I thus believe that my experience to date has given me the skills necessary to be of service to OAD and your clients.

I am drawn to OAD because of its commitment to keeping holistic client service at the forefront of appellate work. It would be an honor to bring my skills and passion to your office, and I would welcome the opportunity to discuss further the position and my qualifications. Thank you for your consideration, and I hope to hear from you soon.

Sincerely,

1L Student

Address  
Phone  
Email

Date

Louis Jones  
Staff Attorney  
Los Angeles Public Defenders  
233 A Street, Suite 800  
Los Angeles, CA 92101

Dear Mr. Jones:

I am a first year student at New York University School of Law and am very interested in a summer internship with the Los Angeles Public Defender. Although I am applying to you through the NYU Career Fair, I am writing separately in order to emphasize my strong interest in your office. Given my passion for criminal justice and the rights of indigent defendants, I would like to explore a career as a public defender, and your office is known for the excellent quality of its representation.

I believe that I have the skills and knowledge to be a successful intern at your office. Through my work experience, my first year of law school, and my strong undergraduate education at Brown University, I have developed considerable skills in critical thinking, research, and writing. Moreover, through my work as a Student Advocate at The Unemployment Action Center, I have gained experience representing clients in administrative hearings.

My previous employment at MK Communications, where I worked with government officials, non-profit leaders in community development, and members of the media, gave me the skills to build relationships with a wide range of people. Furthermore, as Chairperson of the All-University Conference on Entrepreneurship, I developed a strong ability to multitask as I worked to coordinate events and people. Finally, I am fluent in Spanish and believe that my language skills, coupled with my commitment to public service and training in legal research and writing, will enable me to contribute effectively to your office.

I have enclosed my resume, writing sample, and the names of three references for your review. Should you wish to schedule an interview, or if I can provide you with any other information, please contact me at [PHONE] or [EMAIL]. Thank you very much for your time and consideration.

Sincerely,  
1L Student Name

Address

Phone

Email

Date

Theresa Roberson, Esq.  
The Defender Association  
810 Third Avenue, Suite 800  
Seattle, Washington 98104

Dear Ms. Roberson:

I am a second year student at New York University School of Law, and I am extremely interested in interning at The Defender Association next summer. My career goal is to become a public defender, and I believe that my academic record, legal experience, and strong commitment to serving indigent clients will allow me to make a positive contribution to TDA this summer.

During my time at NYU, I have pursued classes and work experiences that will give me the skills to do criminal defense work. Last summer, I worked on a capital trial at the Fair Trial Initiative in North Carolina, where I developed strong legal research and writing skills, culminating in my drafting a portion of a motion asserting *Brady* violations. My participation in Tony Amsterdam's Capital Litigation Clinic this year is providing me with exceptional training in how to develop and implement investigative, trial and appellate strategies. In the spring semester, I will take Evidence and Criminal Procedure. Finally, I am an active participant in the Prisoners' Rights Education Program. Through this program, I travel to women's prisons in New York State and teach prisoners the legal research and writing skills they need to prepare their own appeals. This experience has helped me build my client communication skills, as well as educated me about the harsh conditions from which I will try to protect my clients.

I am from Alabama, and before attending law school I had never lived outside of the Deep South. While interning at the Legal Aid Society of Birmingham the summer before law school, I witnessed the race and class discrimination that exists in the criminal justice system. After that experience I resolved to devote my legal career to confronting the nexus of race, class and state power. I have spent time in Seattle, and would be delighted to bring my skills and passion to your office.

I have enclosed my resume, transcript and a legal writing sample for your consideration, and I hope to hear from you soon.

Sincerely,

2L Student Name

Date

Chasity Barksdale  
Human Resources Director  
Orleans Public Defenders  
2601 Tulane Avenue, Suite 700  
New Orleans, LA 70119

Dear Ms. Barksdale:

I am a second year student at NYU School of Law and am applying for The Orleans Public Defenders' summer law clerkship. I am deeply passionate about indigent defense and aspire to become a public defender. I have extensive experience in client-based work and have immersed myself in the study and practice of criminal law. I am excited to apply for this position and thank you for your consideration.

Client advocacy has been at the heart of all my professional experiences, from developing community programs in Rwanda to advocating for Hurricane Sandy survivors in New York to working on behalf of death row inmates in North Carolina. I am drawn to criminal defense because it seeks to restore human dignity to arguably the most marginalized group in America and because it is an essential tool in combatting a system that aims to solve deeply complicated societal problems with imprisonment and debilitating collateral consequences. My internship at the Center for Death Penalty Litigation strengthened these beliefs, as I gained deeper insight into the political and retributive urges that often take precedence over effective and humane solutions and as I got to know the individuals who bear the burden of this culture of punishment.

In law school, I seek out ways to combat excessive punishment and inequitable treatment. Over the course of my first year, I helped a man in prison prepare for his parole hearing. Our work together concluded with his release and I am now assisting him with his reentry. I also represented five students through NYU's Suspension Representation Project (SRP) in cases with punishments ranging from 30 days to a full year. These cases showed me how poverty, mental disability, and race play a role in school discipline and helped me improve not only my client advocacy skills but also my abilities to engage in effective negotiation, to develop compelling case strategies, and to conduct successful oral advocacy. Now, as Director of SRP, I work constantly to improve the level of representation we provide and to reach more students in need.

I am drawn to OPD because of the high involvement law clerks have in assisting on criminal cases and because of my own experience clerking at OPD in January. OPD helped strengthen my passion for indigent defense and inspired me to do everything I can to become an excellent public defender. It would be an honor to return to OPD for the summer and learn from such accomplished attorneys. Thank you for reviewing my application and I hope to have an opportunity to speak with you further about the position.

Sincerely,  
2L Student Name

Date

Renee Herron-McKithen  
New Jersey Office of the Public Defender  
25 Market St. P.O. Box 850  
Trenton, NJ 08625

Dear Ms. Herron-McKithen:

I am a third-year, dual degree student at NYU pursuing both a J.D. and a Masters in Social Work, and I am very interested in interning with the New Jersey Office of the Public Defender next summer, preferably in the adult criminal defense offices of either Essex or Hudson region. My career goal is to become a public defender, and I believe that my academic and work experience, both legal and clinical, will enable me to make a unique contribution to NJOPD.

Prior to law school I spent two years working at the Red Hook Community Justice Center, a community court in south Brooklyn that provides alternatives to incarceration to defendants charged with misdemeanors and low-level felonies. As a case manager responsible for the development of defendants' treatment plans, I witnessed the class and racial discrimination inherent in the criminal justice system. I saw white defendants offered community service, while black defendants were subjected to mandatory drug testing. Wealthy defendants with private attorneys escaped lengthy treatment programs, while prosecutors bullied indigent defendants into long inpatient stays. As part of the clinical team I saw the psychological damage these practices inflicted, yet had no real power to advocate for change. After this experience I resolved to devote my legal career to public defense, using my clinical skills and knowledge to enhance my work with these too often underserved clients.

While at NYU Law and the Silver School of Social Work I have selected courses and work experiences aimed at furthering this goal. During my 1L summer, I worked at The Bronx Defenders in the Family Defense Practice helping to defend parents in child abuse and neglect proceedings. There I assisted in client interviews, witness and trial preparation, and collaborated with criminal defense attorneys on child abuse cases involving both family and criminal court charges. As a social work intern on the Children's Day Unit, I have continued to improve my client skills by providing both group and family therapy to adolescents, many of whom have never before sought mental health treatment due to economic barriers. I also have first-hand experience representing low-income students at school suspension hearings as a senior advocate with NYU Law's Suspension Representation Project. In this role I am involved in all aspects of the hearing process from the first client meeting to disposition arguments. Finally, I have already taken both Evidence and Criminal Procedure and I plan to devote this coming year to exploring the history of racial injustice within the legal system and to improving my trial advocacy skills through simulation courses.

My academic and clinical experiences in social work inform my relationship with clients, helping me to understand their current case in the context of their psychological and social history, while my legal knowledge grants me access to a forum wherein I can fight the injustices they face. It would be an honor to join NJOPD as a summer intern and continue this fight. I have enclosed my resume for your consideration and would welcome the opportunity to further discuss my experience and any available internship opportunities.

Sincerely,  
Joint Degree Student Name



Address

Phone

Email

Date

Luis Rodriguez, Esq.  
Office of the Los Angeles Public Defender  
210 West Temple Street, 19<sup>th</sup> Floor  
Los Angeles, CA 90012

Dear Mr. Rodriguez:

I am a third year student at New York University School of Law, and I am writing to reiterate my interest in a Deputy Public Defender position with the Offices of the Los Angeles County Public Defender. Given my long-standing interest and varied experiences in indigent criminal defense, I believe that I would be able to make significant contributions to the Public Defender's vigorous representation of clients.

Through my internships and law school clinics, I have developed an extensive range of lawyering skills, from client communication and trial advocacy to research and writing. My summer experience at your offices exposed me to the issues indigent clients face when initially confronted with the criminal justice system, and developed my client service and relationship-building skills. It also taught me to think quickly and strategically in zealously advocating for clients. This year, one of my projects in the Immigrant Rights Clinic is a partnership with the Immigrant Defense Project of the New York State Bar Defenders Association, where I am expanding my research and writing skills by drafting an amicus brief on a criminal-immigration issue. My other Clinic project allows me to develop my trial advocacy skills by representing an immigrant domestic worker and advocate for her wage and hour claims in federal court.

I am passionate about defending indigent and disenfranchised clients by ensuring that their rights are asserted. Working in criminal defense organizations with inspiring practitioners, such as those in your offices, has fueled my desire to continue contributing my energy and skills in this effort. It would be an honor for me to join your ranks as a public defender.

Enclosed are my resume and writing sample. My former supervisors at your office—John Doe and Mary Smith—are available to speak with you regarding my qualifications. Should you need further information, please contact me by phone or at the e-mail address noted above.

Thank you very much for your consideration. I hope to hear from you soon.

Sincerely,  
3L Student Name

Date

James O'Connor  
Chief Deputy Public Defender  
Colorado State Public Defender  
1300 Broadway, Suite 400  
Denver, CO 80203

Dear Mr. O'Connor:

I am a third-year student at New York University School of Law, and I am very interested in joining the Colorado State Public Defender in the fall of 2019. During my Peace Corps Service in Ethiopia, I spoke often with my Ethiopian friends and colleagues about American history and politics, as one of the organization's goals was to share American culture. One recurring issue in these conversations was the utter scale and inhumanity of our criminal justice system. These conversations were the spark that led me to law school with the goal of becoming a public defender. I have since dedicated myself to becoming a zealous and compassionate public defender and I am eager to apply the lessons I have learned in law school with your office after graduation.

As a law student, I have internalized crucial public defense skills while serving clients. I spent this summer at the Dover office of the New Hampshire Public Defender. As a certified Rule 36 intern, I directly represented clients in bail and sentencing hearings and prepared four trials for adult and juvenile clients. I formed strong relationships with clients and learned how to effectively humanize their struggles and lives to persuade judges and prosecutors. Given the extreme opioid crisis in New Hampshire, I often advocated for my clients in creative ways, such as making sure they could seek substance abuse treatment while on bail. The office's dedication to its clients inspired me to work harder to accomplish their goals every day.

Prior to this summer, I gained the practical and doctrinal knowledge necessary to assist people facing the onerous consequences of the criminal justice system. In the Federal Defender Clinic, I negotiated with federal agency officials to achieve favorable outcomes for clients charged with misdemeanors. I applied those tactics directly in New Hampshire when persuading prosecutors to modify bail and plea agreements. Furthermore, when writing questions and closing arguments for trials, the cross examination and oral advocacy abilities that I developed in the clinic seminar were invaluable. Additionally, my coursework in Evidence and Criminal Procedure formed the backbone of every motion I wrote and every objection argument I prepared. Lastly, the research and writing experience that I gained last summer as an appellate clerk with the Rhode Island Public Defender helped me to craft compelling narratives and legal arguments. Seeing these lessons have practical application in my work enhanced my passion to become a better advocate each day and into my 3L year.

This coming school year, I will continue my hands-on education in the Juvenile Defender Clinic, where I will represent children charged with crimes and hone my ability to work with clients and litigate trials and hearings. In this clinic, I will build on the skills I have developed with the Suspension Representation Project (SRP), working with young people affected by the school-to-prison pipeline. As an advocate with SRP, I represent students in administrative suspension hearings, microcosms of criminal proceedings: the standard of proof is heavily stacked against

students, and their rights are often disrespected. I served as the Deputy Director of SRP as a 2L, training and overseeing a consortium of 900 advocates across five law schools. I look forward to continuing to serve that mission in the clinic this year while refining integral trial abilities that I will use after graduation.

My educational and professional experiences have shown me the importance of pairing my passion for public defense with a commensurate dedication to improving my abilities. I am eager to continue that journey and represent clients in Colorado while learning from exceptional trial attorneys. Your office's dedication to protecting clients' rights via trial and litigation is particularly appealing. I would be honored to join the Colorado Public Defender next year and contribute to that mission.

Sincerely,  
3L Student Name

Date

Jennifer Thomas  
Director of Legal Recruiting  
Public Defender Service for the District of Columbia  
633 Indiana Avenue, N.W.  
Washington, DC 20004

Dear Ms. Thomas:

I am a third-year student at New York University School of Law, and I am writing to express my interest in joining the Public Defender Service as a staff attorney upon graduation. As a Root-Tilden-Kern scholar at NYU, I am committed to a career in public interest law, and I am eager to begin that work in D.C.

Before law school, I taught high school English for four years in the Mississippi Delta and in Newark. I left teaching not because I was disillusioned with education, but because I was struck by the degree to which my students' achievements in the classroom and beyond were threatened by the criminal justice system. For my students and their family members who had to negotiate probation officers, police frisks, and court fees, legal advocacy seemed as essential to their success as academic support.

When I came to law school, I was driven by a desire to provide the legal "urgent care" that some of my students and their families needed. Initially—albeit naively—I understood "urgent care" to mean only effective courtroom advocacy, and I focused on acquiring those necessary skills. I was introduced to trial skills as an advocate and intake manager for the Suspension Representation Project (SRP), representing students in New York public school suspension proceedings, and I continued to practice those skills in NYU's Criminal Defense & Reentry Clinic simulations last year.

I have learned, however, that effective legal advocacy extends far beyond strong cross-examination. This is not to diminish the importance of trial skills: at the Mecklenburg County Public Defender's Office this summer, my responsibilities included negotiating with district attorneys; conducting bond hearings and plea colloquies; and even conducting a bench trial in its entirety. But I now understand the importance of advocating for our clients outside of the courtroom and of considering the larger context of the challenges they face. During my 1L summer at the Bronx Defenders, my supervising attorneys encouraged me to collaborate with social workers and parent advocates to find education and child care programs that would address our clients' longer-term needs.

I have also come to understand that effective legal advocacy involves challenging inequities in the system itself. At Brooklyn Defender Services (BDS), where I performed clinic fieldwork, I led our clinic's effort to help BDS build its "bad cop" database to expose abuses of police authority. I organized interviews with forty attorneys, combed through trial transcripts to find impeachment material, and researched how BDS could use that information to change NYPD practices. I did similar work in Mecklenburg this summer, compiling data on the arrest policies of Charlotte's transit officers for use in an eventual database.

I want to be an effective trial attorney, but I also want to help clients beyond their "urgent care" needs. Your office has a reputation for providing excellent training for trial attorneys while at the same time challenging the systemic ills within the D.C. criminal justice system. I hope to be part of an ethos that celebrates direct, immediate advocacy as well as attention to long-term reform.

Thank you for your consideration.  
3L Student Name

Date

Kumar Rao  
Center for Popular Democracy  
449 Troutman Street  
Brooklyn, NY 11237

Dear Kumar Rao:

I am a rising third-year student at New York University School of Law, and I am writing to express my interest in a fall term internship with The Center for Popular Democracy. I am committed to understanding how the most marginalized people experience the world and making sure that this informs the steps we take to create a better one. This internship would provide an incredible opportunity to deepen that understanding.

I chose to go to law school after working on policy development at the Center for American Progress. My portfolio spanned race, poverty, child development, and early childhood education. Each day, I went to work at the “tank” with an eye toward stretching our ability to do the “think” part of the job. When my team would discuss the reauthorization of Head Start—a program that all my siblings benefitted from and the backdrop of some of my earliest memories—the significance of making sure our policy recommendations worked for actual people was never lost on me. In working through policy problems and solutions, the criminal legal system was never far away. It was impossible to discuss ways to improve the lived experiences of black and brown children, families, and communities without acknowledging the system designed to subjugate them. This reality guided me to law school and, ultimately, to public interest work focused on the criminal legal system.

I spent my law school summers in Oklahoma and Louisiana—states that have taken turns as the world’s prison capital. At Still She Rises, Tulsa, I met each one of the clients I would get to know at the Tulsa County Jail. By the time I met them, they all had been deprived of something. I watched closely as attorneys used every decision point to prevent any further deprivation. I grew to love this work when it meant researching and writing motions, helping with investigations, and preparing for preliminary hearings and trial, or when it meant calling a client’s boss and pleading with them to hold her job. Similarly, as a Law Clerk at Orleans Public Defenders, I worked with different constellations of investigators, client advocates, social workers, and attorneys, supporting clients at every stage of a case. Though “zealous” is a word often used to define a style of defense, these places taught me that it is the only option when the stakes are someone’s life and liberty.

Working with public defenders has taught me so much about how to hold the line but my policy background keeps me looking for opportunities to draw the line and proactively build power in communities. I had the opportunity to start practicing this by developing a Tulsa-specific Know Your Rights training tool, which provided a new space for high-school students to talk about and organize around policing and racism. I also helped spearhead *100 Books for 100 Women*, a book drive for our clients, primarily focused on titles written by women of color.

Where the traditional law school curriculum can fail to value and cultivate intersectional thinking, my Criminal Defense & Reentry Clinic and the Arthur Garfield Hays Civil Liberties Program have been homes for learning how to use every avenue and every tool in the fight for racial justice. Together, they push me to be the type of lawyer who aligns herself with and learns from organizers, storytellers, policy experts, as well as the directly impacted amongst and beyond those groups. CPD is a beacon for this type of thinking and approach to lawyering. I hope to have the opportunity to bring my energy and skills to the wealth of knowledge and experience at CPD.

Thank you for your consideration.

Sincerely,  
3L Student Name

Address  
Phone Number  
Email Address

Date

Ms. Michele McKenzie  
Federal Defenders of San Diego, Inc.  
225 Broadway, Suite 900  
San Diego, CA 92101

Dear Ms. McKenzie:

I am a third year law student at New York University School of Law, and I am writing with great interest in a trial attorney position at the Federal Defenders of San Diego, beginning in 2016. I went to high school in southern California and have family in Solana Beach. I greatly admire the Federal Defenders' commitment to exemplary client representation, and I am confident that my passion for working with clients, my defense experience and my oral advocacy skills will enable me to thrive as a public defender in San Diego.

I have gained extensive defense experience while working hard to advocate on behalf of my clients. This past summer, I interned at the Alaska Public Defender Agency in Bethel, Alaska, under the Alaska student practice law. The Bethel office oversees cases for an area roughly the size of Oregon, and I managed my own caseload of misdemeanor clients, practicing in court and handling everything from bail modification hearings to preparing for trial. I built close relationships with my clients, developed case plans with our social worker, and strategized how to negotiate the best plea deal for my client—through motion practice, investigation, or simply by being more prepared than the DA to push a case to trial. I became comfortable responding to the court on the spot, arguing objections, and cross-examining witnesses. One highlight of my summer was cross-examining an expert witness in a superior court trial. I am prepared to handle my own caseload as an attorney next year because I practiced as an attorney this past summer.

Last year, as an intern for the Youth Law Practice at Neighborhood Defender Services of Harlem, I learned litigation strategies for some of the most serious crimes youth charged as adults face in our criminal justice system. I observed Youth Court every Friday, worked with clients in pre-trial detention, and ultimately second-chaired a felony assault trial in Superior Court. This year as a student in the Juvenile Defender Clinic, I look forward to honing my litigation strategies.

My passion for holistic public defense and my devotion to client-centered advocacy would enable me to make a valuable contribution at the Federal Defenders of San Diego. I hope to have the opportunity to speak with you at the EJW Career Fair. Should you have any questions, please do not hesitate to contact me. Thank you for your consideration.

Sincerely,  
3L Student Name

Enclosure

Address

Phone

Email

Date

Toni Romano  
Recruitment Coordinator  
The Legal Aid Society, Criminal Defense Division  
1 Battery Park Plaza, 28th Floor  
New York, New York 10004

Dear Ms. Romano:

I am a third year student at New York University School of Law, and I am writing to express my interest in a position as a staff attorney with the Criminal Defense Division of the Legal Aid Society. Given my long-standing interest and varied experiences in public interest criminal law, I believe that I can contribute effectively to your office and provide your clients with the quality of service they are entitled to expect.

Throughout my law school career, I have gained experience in all aspects of indigent criminal defense, including arraignments, investigations, motion practice and trials. For my 1L summer I worked at New York County Defender Services, where I gained confidence in interviewing and building rapport with clients, as well as speaking and thinking on my feet in court. I further honed my skills during a year-long criminal defense clinic, where I worked intensively on several cases and benefited from structured training on public defender skills. I am comfortable working with clients, and understand the challenge of developing trust, often across age, race, and class lines. My experience in public defense has been uniquely fulfilling and made me certain that I would pursue this work after law school.

This past summer, for financial reasons, I worked as a summer associate for Arnold & Porter. There I was given the opportunity to spend much of my time on pro bono work. I strengthened my research and writing skills tremendously and co-authored an article that was published in the New York Law Journal. While I was fortunate to receive an offer to work in the firm's litigation group, my heart has always been in public interest work. My summer in the private sector only made me more eager to begin my public interest career.

Enclosed for your review are my resume, writing sample, references, and responses to the Applicant Questionnaire. I would welcome the opportunity to meet with you to discuss my qualifications in greater detail. Thank you very much for your consideration. I hope to hear from you soon.

Very truly yours,  
3L Student Name

Date

Joy Gossman  
Public Defender  
Lake County Public Defender  
15 South County Street  
Waukegan, IL 60085

Dear Ms. Gossman:

I am a public interest lawyer who recently returned to the Chicago area, and I am extremely interested in the Assistant Public Defender position with the Lake County Public Defender. Given my extensive experience in public defense and my passion for representing indigent clients accused of crimes, I know that I would be able to contribute meaningfully to the office's exceptional representation of its clients.

Through my professional experience, I have acquired a range of skills essential to representing the indigent accused. As an Assistant Public Defender in Florida's 15th Judicial Circuit, I handled hundreds of criminal cases from arraignment to final disposition. The extensive amount of time that I spent in court advocating for clients makes me well-equipped to represent the Lake County Public Defender's clients in their criminal cases. In addition, while I tried over 20 criminal cases in front of a jury, the vast majority of my cases were resolved short of trial. Resolving cases in ways that were favorable to my clients required me to communicate and coordinate efforts with prosecutors, police officers, victims, clients' family members, and representatives from treatment centers and social services organizations. The experience that I gained negotiating with so many different actors will serve me well as I negotiate case resolutions as a Lake County Assistant Public Defender. Finally, I honed strong research and writing skills, drafting numerous motions and appellate briefs, which I hope to put to use as an attorney in your office.

During law school, my clinic and internships helped me to establish a strong foundation in the representation of poor clients. At The Bronx Defenders, I worked with clients to assess their needs and provided them with guidance, thereby developing vital counseling skills and improving my ability to build relationships with clients of different cultures and backgrounds. As an advocate in the Federal Defender Clinic at NYU, I developed indispensable trial advocacy skills as I represented clients in multiple bench trials in federal court. Lastly, while interning at Cabrini Green Legal Aid, I improved my written advocacy skills as I drafted a post-trial motion asserting juror misconduct that succeeded in securing a new eviction trial for our client in public housing.

The criminal justice system in the United States is broken. As a society, we criminalize too much – both by labeling any conduct deemed to be problematic as “criminal” and also by punishing criminal conduct much too harshly. The burdens of over-criminalization are borne almost entirely by people of color and the poor. I am committed to spending my career lending dignity to indigent clients accused of crimes and to zealously advocating for their liberty. It would be an honor to advocate for the rights of the accused among the ranks of the Lake County Public Defender.

I would love to have the opportunity to meet with you to discuss my qualifications in greater detail, and I am available at your convenience. Thank you for your consideration.

Sincerely,  
Alumnus/a Name



Date

Jose Guzman  
Assistant Public Defender  
Santa Clara County Public Defender  
120 W. Mission St.  
San Jose, CA 95110

Dear Mr. Guzman:

I have been a federal public defender for nearly seven years. I love being a public defender and fighting the government on behalf of my clients. We are on the front lines of a war against overly punitive criminal laws and ever-expanding prosecutorial power. My family is relocating to the San Francisco Bay Area in August, so, regrettably, I am leaving my current position in San Diego. Your office is one of the most respected in California and in the country; it would be a privilege to join your team as a Deputy Public Defender.

As a trial attorney with Federal Defenders of San Diego, Inc. (FSDSDI), I have handled a diverse caseload including drug, immigration, fraud, sex-trafficking, child pornography, and habeas cases. During my time at FSDSDI, I have conducted sixteen felony jury trials, filed four Ninth Circuit appeals and argued two, and litigated a variety of motions. But trial, motion, and appellate work are only a small fraction of the day-to-day of a public defender. Most of my time is spent negotiating favorable plea agreements and arguing sentencing mitigation. I spend countless hours in jail counseling clients. I travel to Mexico, Arizona, and throughout California to investigate cases for trial and for sentencing mitigation.

Finally, I have benefited tremendously from the training I have received over the past seven years in San Diego. I attended a two-week training at the National Criminal Defense College, a six-day training in forensics hosted by the NACDL, and lengthy trainings on trial skills, cross examination, electronically-stored information, forensics, and immigration. San Diego is one of the only federal offices that hires new attorneys. Being a part of a “training office” also means that for the past several years, I have been mentoring and supervising junior attorneys and leading trainings for other federal defenders and Criminal Justice Act panel attorneys. Sharing knowledge and strategizing about cases with other members of the public defender tribe is one of my favorite parts of the job, and something I will continue to do should I join your office.

Thank you in advance for your consideration. I hope to have the opportunity to speak with you further about my interest in the position and my qualifications.

Sincerely,

/s/ Alumnus/a Name

Alumnus/a Name

## APPENDIX C Additional Interview Tips

### Sample Screening Interview Questions

- Why do you want to be a public defender?
- Why do you want to work here? *(Try to identify specific features of the office that appeal to you.)*
- Have you taken a criminal defense clinic? (If so) Tell me about your clinic experience.
- Tell me about a difficult experience you had in a clinic or in another work setting and how you overcame it. What, if anything, would you do differently in the future?
- Who was your favorite client? Why was he or she your favorite? *Do not reveal your client's name, as it would violate confidentiality.*
- Who was your least favorite client and why?
- What will be the most difficult thing about being a public defender for you?
- What will be the easiest thing about being a public defender for you? Where will your learning curve be less steep?
- What would make you a good trial advocate?
- How would you handle the stress of the job?
- How would you relate to clients who come from very different backgrounds from you?
- How would you go about building a trusting relationship with a client?
- What other jobs are you applying for?
- Can you see yourself ever being a prosecutor?
- What criminal procedure decision would you overturn and why?
- Is there any type of crime you would have trouble defending? Could you defend a client accused of child molestation or rape?
- (If relevant) I see you have experience working with victims of domestic violence; will you be able to represent clients accused of perpetrating domestic violence?
- Are you ok with spending up to half of your time in court, waiting for your cases to be called?
- Do you have any questions for us? *Do not ask questions that are answered on the website and generally avoid personal questions and questions that would cause the employer to feel like he or she is being interviewed (i.e., "Why do you do this work?"). If possible, try to ask questions that show that you are familiar with the office.*

### Dealing with Hypothetical Questions

One recurring theme in hypothetical questions is the tension between the duty of zealous representation of your client and other ethical duties as a lawyer. Here are two examples:

**Hypo:** Defendant is charged with a nasty domestic violence assault. At arraignment, you learn that the complainant (defendant's wife) is in the courthouse, with bruises corroborating the accusations in the complaint. You talk to her, and she tells you that she actually fell but lied to the police about defendant hitting her. She says that she does not wish to press charges. You interview defendant, who admits to beating her and tells you that as soon as you get him

released, he is going to find her and “teach her a lesson about calling the police.” You know that if you tell the judge that the complainant was in court retracting her story and not wishing to press charges, your client is likely to be released. Do you make that argument?

**Answer:** Yes, you have an ethical obligation to make every good faith argument to get your client out of jail, and the complainant did indeed retract her story. You are not taking a factual position on whether or not your client committed the crime; you are setting forth what the complainant told you. As for your client’s threat to harm her, you should advise your client that going anywhere near her is against his penal interest, as he will surely be the suspect if anything happens to her. Some states have adopted an ethical rule that permits, or even requires, you to report your client if he is going to hurt someone (i.e., that communication is not privileged). However, almost no public defenders want to hear that you would report your client. Find out the ethical rule in the state of your interview, and tell the interviewer that you are aware of the ethical issue, and would check with your supervisor, but that your personal inclination is to protect your client and not lose his confidence or get him in more trouble.

**Hypo:** In preparation for a trial, you contact the prosecution’s main witness, the person who says that your client robbed him. You arrange to meet him with an investigator from your office (who can testify at trial if the complainant contradicts himself). At the meeting, the witness admits that he was actually trying to rob your client and that the gun that was recovered was his. He says he is too afraid to recant to the DA because he does not want to go to jail. You suspect that on cross-examination you can get him to admit to all of this on the stand. As a defense lawyer, you are concerned about his Fifth Amendment right not to self-incriminate. Before trial, do you call the DA and suggest that she have a defense lawyer present in court to advise the witness regarding his Fifth Amendment rights, if need be?

**Answer:** No, your duty is to your client, regardless of the potential outcome for anyone else. You may be committing malpractice if you give the DA the heads up about something damaging her witness might say.

### Tips for Simulations

For any type of simulation, be aware of the following vocabulary words:

- **Arraignment** – The proceeding in which a defendant is formally accused of a crime. In New York, it is the stage when a lawyer and client first meet and when a bail decision is made by the judge.
- **Rap sheet** – The record of a person’s arrests and case dispositions throughout her life. It is generated through fingerprinting.
- **ROR** – ROR stands for “Release on Recognizance,” which is when a judge releases a defendant without setting any bail.
- **TPO** – TPO stands for “Time and Place of Occurrence.” (For example, “2:05 pm on Friday, May 3, at 834 Nostrand Avenue.”)

## *Client Interviews*

You may be asked to conduct an initial client interview, with the employer playing the role of the client. This simulation gives you the opportunity to demonstrate that you can connect and communicate with a scared, untrusting, intoxicated, belligerent, mentally ill, and/or juvenile client. Be aware that the “client” might be evasive in giving up facts.

- Follow these 4 steps:
  - **Introduce** yourself.
  - Briefly describe **confidentiality** and your **role** as the client’s attorney.
  - Explain the **charges** and the **process** of arraignment.
  - **Ask questions** related to the alleged incident, the arrest, and bail (e.g., community ties). For juveniles, ask about caretakers and school.
- Be careful to use clear, simple language that someone who is scared and/or unfamiliar with the criminal justice system would understand.
- If your client doesn’t want to focus on the facts of the case and instead repeatedly asks when or if she’s “getting out of here,” a good answer is, “I am going to do my best to persuade the judge to release you, so the more you can focus with me and tell me about what happened, the better I can do for you.”
- Be careful of how you respond to a client who complains about jail.
  - *Good response*: “I know it’s horrible in there; I am going to do my best for you.”
  - *Bad responses*:
    - Dismissive (e.g., “Ok please answer my questions.”)
    - Over-identifying (e.g., “I feel your pain, man.”)
    - Promising to get him out of jail. It is out of your hands and can destroy his confidence in you if the judge does not release him.

## *Opening Statement*

An opening statement is not an argument. It is your opportunity to tell the jury what you expect the evidence will or will not show and to tell the story from your client’s perspective.

- **Tell a story**, even if that story is limited to what a big mistake the prosecution is making, or “just because the police say it is so, does not make it so.”
- **Consider opening with a theme, or a “grabber.”** For example, in a hypo with the facts pointing to mistaken identification: “A woman in a new city gets robbed and desperately wants to believe that her robber has been caught, so she makes a grave mistake. That woman is Ms. X, and the tragic victim of the mistake is my client, Mr. Y.”
- **Keep the focus on the prosecutor’s burden and the fact that he or she cannot meet it.** Do not tacitly shift the burden to yourself. You do not have to prove your client innocent; don’t promise to do so.
- **Focus on the prosecutor’s lack of evidence.**
- **Only refer to facts that you KNOW will come out at trial.**
- **Be very careful about making any promises regarding *anything* you intend to prove.** For example, if hypo points to mistaken identification but also includes a weak alibi defense, remember that you can open on just the identification issue and decide with your

client later whether to present the alibi testimony. You do not forfeit your client's alibi defense if you do not promise it in the opening. But if you do promise it, and it falls apart during the trial, you may hurt your credibility with the jury.

- **Choose your words carefully.**

### *Cross Examination*

You may be asked to conduct a cross examination, with the employer playing a witness for the prosecution. Cross-examination questions are those that can be answered with a yes or a no.

- **Think of yourself as doing the testifying**—ideally, the witness is answering “yes” to each of your statements phrased as a question.
  - *Wrong*: “What time did you leave the bar?”
  - *Right*: “You left the bar at 9:15, correct?”
- Only ask questions to which you **know (and LIKE) the answers**.
- Ask **short questions with one issue**; avoid compound questions.
  - *Wrong*: “This was December 2, at 9:15?”
  - *Right*: “This was December 2, right? At 9:15?”
- Remain in control of the witness and insist on answers to your questions, but **do not engage in petty arguing if the witness is difficult**. Her difficulty will make an impression on the jury, and you can refer to it in summation.
- **Do not try to “bring your points home.”** Just get your points for summation.
  - *Wrong*: “So you mean to tell me that you had three drinks, and then identified the very first guy that they showed you?”
  - *Right*: “You had a couple drinks? At least two? By the way, you weigh 130 pounds, right? My client was the first suspect the police showed you? They did not ask you to look at an array of photos at the precinct? They did not ask you to look at a lineup?”

### *Summation*

- **Think through reasonable doubt**. Your theme may be that the prosecution did not meet its burden, not necessarily (though sometimes) that your client is innocent. Your sub-points are all of the reasons to doubt the prosecution's case.
- **Be clear about your theory of defense** (e.g. misidentification, “what happened,” justification, etc.). Hybrid defenses can be difficult to sell to juries, so try to avoid a defense like, “He wasn't there, but even if he was, it was self-defense, but even if it wasn't, the witness is making the whole thing up.”
- Consider whether to lead with defense witnesses or prosecution witnesses and consider how to talk about defense witnesses without suggesting that you have burden of proof. **Don't inadvertently shift the burden of proof to the defense**.
- If going second (in all states but New York), **rebut the prosecution's strongest points** at the beginning, but don't let the prosecutor's summation reshape your summation substantially (or else the jury will hear your “defensiveness”).
- In New York, where the defense goes first, **anticipate prosecution arguments and preempt them**. For example, “The prosecutor might get up here and wave around that

gun, and talk about how big and dangerous it is. But don't be distracted by that, because we all agree that gun is big. We do NOT agree, however, about where the police found the gun.”

- If possible, **use metaphors or analogies**, or both. For more information about how to do this, see [\*An Analysis of Closing Arguments To A Jury\*](#) by Anthony Amsterdam and Randy Hertz.

**APPENDIX D**  
**NYU 3L Student Hiring by Employer, 2018-2023**

Office	2023	2022	2021	2020	2019	2018	Total
2 <sup>nd</sup> Judicial Circuit Public Defender's Office (Tallahassee, FL)		1					1
Alameda County Public Defender's Office			1				1
Appellate Advocates		1		1			2
Arch City Defenders*				1			1
Bronx Defenders, Criminal & Family Practices (Bronx, NY)	4	6	1	2		4	17
Brooklyn Defender Services, Criminal, Family, & Special Litigation (Brooklyn, NY)	3	8		3		3	17
California Appellate Project*				1			1
Capital Appeals Project/Promise of Justice Initiative			1				1
Center for Appellate Litigation (New York, NY)				1	2		3
Center for Death Penalty Litigation (Durham, NC)			1		1		2
Center for Family Representation (New York, NY)					3		3
Clark County Public Defender's Office	1						1
Colorado State Public Defender			3	1	6		10
Committee for Public Counsel Services, Criminal & Family Divisions (Boston, MA)				1	1		2
The Defender Association (Philadelphia, PA)				1**	1		1
Equal Justice Initiative (Montgomery, AL)			1	2	1	1	5
Federal Defender of San Diego, Inc.			1				1
Federal Public Defender's Office for the Northern District of Florida, CHU (Tallahassee, FL)				1			1
Hamilton County Public Defender (Cincinnati, IL)	1		1				2
King County Department of Public Defense (Seattle, WA)	2	1	2	2		2	9
Legal Aid Society, Criminal Practice (New York, NY)	6	3		1	2		12
Los Angeles County Public Defenders		1		1		1	3
Louisiana Capital Assistance Center (New Orleans, LA)						1	1
Marin County Public Defender (San Rafael, CA)						1	1
Miami-Dade Public Defender (Miami, FL)		3	3	5	1		10
Mecklenburg County Public Defender (Charlotte, NC)			1				1
Metropolitan Public Defender Services (Portland, OR)	1	2	2	1			6
Neighborhood Defender Service of Harlem (New York, NY)		1			2	2	5
New Hampshire Public Defender					4	1	5
New Jersey Office of the Public Defender, Criminal, Appellate, & Parental Representation	3	2	2	4	2	4	17
New York County Defender Services			1	1			2
Law Offices of the Public Defender, State of New Mexico			1		1		2
Office of the Appellate Defender (New York, NY)		1	2				3
Orleans Public Defenders (New Orleans, LA)		1		1	1	1	4
Palm Beach County Public Defenders (West Palm Beach, FL)				1		1	2
<i>Prettyman Fellowship</i> , Georgetown University Law Center (Washington, D.C.)	2			1		1	4
San Diego County Public Defender	1						1
Virginia Indigent Defense Commission	1		2				3
<b>TOTAL</b>	25	31	26	32	28	23	165

\* Only hires through post-graduate fellowships (e.g., Justice Catalyst)

\*\*Offer rescinded due to coronavirus pandemic.





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**General Questions**

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**Counseling Appointments**

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**Summer Funding Questions**

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