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How to Use This Resource

First of all, this resource was created by the Career Services Office (CSO) at the University of Nebraska College of Law for the purpose of helping and encouraging UNL Law students to consider all their options when seeking to gain experience in their future profession. This resource should be considered one component in a law student's overall job search strategy. Furthermore, it is our hope that in helping students find opportunities, we will also provide a benefit to the employers listed, their clients, and the community in general.

Second, the employers listed in this resource have indicated to the CSO that they are willing to be contacted by UNL Law students to discuss opportunities within their office and the different options available to students interested in working there. Inclusion in this listing does not commit the employer to employing a student in any particular capacity nor does it prevent an employer from hiring a student in the traditional manner. It is our hope that this resource can be used to start a conversation between employers and students with mutual interests.

Third, students who use this resource should carefully read the section on Program Details and Requirements. Each program is different and has different requirements for participation. For example, students working under the externship program are not allowed compensation. Student externs should not seek outside funding sources as it such will jeopardize receipt of academic credit for their work. Students who want to seek funding should arrange for a volunteer or work study position with their employers. Students with questions about any of the programs should contact the CSO.

Lastly, this list of organizations is non-exhaustive. Students who are interested in an agency or organization that is not included in this guide should contact the CSO to discuss the best method of contacting the employer.

Tasha Everman
Assistant Dean/
Director of Career Services

PROGRAM DETAILS AND REQUIREMENTS

Pro Bono Initiative

The Law College's Pro Bono Initiative seeks to encourage and recognize volunteer legal services by Nebraska law students. Students who complete 50 hours or more of qualified pro bono work during their second and third years will receive a Dean's certificate upon graduation.

To be recognized under the initiative, the student's work must be:

1. Uncompensated: the student may not receive either money or academic credit
2. Law related: work must involve application, interpretation, instruction or other use of the law under the guidance of a supervising attorney
3. In the public interest: including, but not limited to, service to the indigent, efforts to protect essential rights and liberties, law reform projects, and projects to improve the legal profession or the public's understanding of the law

Students seeking to qualify for the initiative must have their pro bono work approved by the Dean's office prior to completion.

Externships

Externships offer second and third year students in the Law College's JD program an opportunity to augment classroom study with real-world work experience. Under the guidance of a faculty member and an attorney supervisor, students can earn up to 3 hours of academic credit through an approved externship.

To qualify for academic credit, an externship must:

1. Be in conjunction with a Seminar or Research in a Selected Field: the work should be considered a component of the seminar or research project and, to the extent possible, should be taken contemporaneously or consecutively with the seminar or project
2. Contribute to the student's educational experience
3. Involve at least 40 hours of verifiable field experience per credit hour
4. Be uncompensated

Externships are graded on a Pass/Fail basis with the associated Seminar or Research in a Selected Field graded on the Law College's numerical scale. Credit may not be earned in Externship unless and until the associated Seminar or Research in a Selected Field is completed successfully.

Students interested in creating an externship must have their externship proposal approved by the sponsoring faculty member **and** the Dean's office.

Work Study for Law Students

The Federal Work-Study (FWS) program is a student employment program through which the federal government subsidizes earnings for hours worked in special student employment positions. FWS is a need-based program of financial aid and is administered through the Office of Scholarships and Financial Aid. Through the FWS program, law students who demonstrate financial need may work to earn an FWS award intended to assist them in defraying educational and living expenses while attending the Law College.

For a student to be eligible for work study, the student must:

1. Demonstrate a sufficient financial need: this is calculated based on information reported on the Free Application for Federal Student Aid (FAFSA)
2. Be employed by an eligible employer: employers can be the institution in which the student is enrolled; a federal, state or local public agency; a private, non-profit organization. Employers must sign a contract provided by the Office of Scholarship and Financial Aid
3. Work in the public interest: work must be performed for the national or community welfare

Through this program, the Federal government pays for 70% of the amount earned by the student and the employer is responsible for the remaining 30%. To determine if you are even eligible to apply for a FWS award, see Beki Colberg in the Dean's Office.

**UNIVERSITY OF NEBRASKA COLLEGE OF LAW
PRO BONO CERTIFICATION FORM**

Name: _____

Class Year (circle one): 2nd Year 3rd Year

Supervising Attorney: _____

Address: _____

Telephone: _____ Email: _____

Description of pro bono project:

Description of how pro bono project is in the public interest:

Description of work performed and number of hours:

Date started: _____ Expected date of completion: _____

I certify that I have not, nor will I receive in the future, any compensation or class credit for the above described pro bono work.

Student	Date	Supervising Attorney	Date
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Approved:

Associate Dean	Date
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**UNIVERSITY OF NEBRASKA COLLEGE OF LAW
EXTERNSHIP PROPOSAL**

Name:

Date:

Class Year (circle one): 2nd Year 3rd Year

Externship Proposal for: Fall Spring Summer _____ Year

Are you proposing this Externship in connection with (Check one):

_____ Seminar _____
(Name of Seminar)

_____ Research in a Selected Field

Number of credit hours for Externship: _____

Describe the Externship:

State how the Externship will contribute to your educational experience, including how it relates to the associated seminar or Research in a Selected Field:

State your anticipated start and end dates of the Externship:

State your expected communication plan during the Externship:

Student Date Faculty Member Date

Associate Dean Date

EMPLOYERS

Employer: **Hall County Public Defender**
Address: 117 East First Street, Suite 2, Grand Island, NE 68801
Telephone: 308-385-5016
Contact Person: Gerard A. Piccolo
Preferred method of contact: Mail
Description of work/project: Clerking for the Public Defender's Office
Employer will consider students under:
X Federal Work Study Program
X Law College Externship Program
X Law College Pro Bono Initiative

Employer: **Lancaster County Public Defender**
Address: 555 South 10th Street, Lincoln, NE 68508
Telephone: 402-441-7631
Contact Person: Scott Helvie, Chief Deputy (shelvie@lancaster.ne.gov)
Preferred method of contact: Email
Description of work/project: Legal research
Employer will consider students under:
X Federal Work Study Program
X Law College Externship Program
X Law College Pro Bono Initiative

Employer: **Cheyenne County Attorney**
Address: P.O. Box 217, Sidney, NE 69162
Telephone: 308-254-6060
Contact Person: Paul Schaub
Preferred method of contact: Phone
Description of work/project: Clerkship
Employer will consider students under:
 Law College Externship Program

Employer: **Seward County Attorney's Office**
Address: 529 Seward Street #105, Seward, NE 68434
Telephone: 402-643-2795
Contact Person: Wendy Elston, County Attorney
Preferred method of contact: Phone
Description of work/project: Assist in preparing cases for trial, prepare witnesses, computer work (complaints, warrants, motions, etc.), paperwork including some photocopying, client-victim interviews, observe courtroom activities, etc.
Employer will consider students under:
 Federal Work Study Program
 Law College Externship Program

Employer: **Lancaster County Attorney's Office**
Address: 575 South 10th Street, Lincoln, NE 68508
Telephone: 402-441-7321
Contact Person: Douglas Cyr (dcyr@ci.lincoln.ne.us)
Preferred method of contact: Mail, email
Description of work/project:
Employer will consider students under:
 Law College Externship Program

Employer: **Douglas County Attorney's Office**
Address: 100 Hall of Justice, 1701 Farnam St., Omaha, NE 68124
Telephone: 402-444-7040
Contact Person: Brent Bloom
Preferred method of contact: Mail cover letter and resume
Description of work/project: General law clerk duties including research and writing and courtroom experience for certified seniors in all of our departments (felony, juvenile, civil, and domestic violence)

Employer will consider students under:

- X Federal Work Study Program
- X Law College Externship Program
- X Law College Pro Bono Initiative

Employer: **Sarpy County Attorney's Office**
Address: 1210 Golden Gate Drive, Papillion, NE 68046
Telephone: 402-593-2230
Contact Person: Brett Charles (bcharles@sarpy.com)
Preferred method of contact: mail or email
Description of work/project: Government practice including criminal, civil, juvenile, and child support enforcement

Employer will consider students under:

- X Law College Externship Program
 - X Law College Pro Bono Initiative
-

Employer: **Johnson County Attorney's Office**
Address: 72822 North Highway 50, P.O. Box 208
Tecumseh, NE 68450
Telephone: 402-335-2622
Contact Person: Randall Ritnour
Preferred method of contact: Phone
Description of work/project: Criminal prosecution of misdemeanors, felonies, and juvenile cases; legal research, writing, and other work related to prosecution function

Employer will consider students under:

- X Federal Work Study Program
- X Law College Externship Program
- X Law College Pro Bono Initiative

Employer: **Platte County Attorney's Office**
Address: 2610 14th Street, Columbus, NE 68601
Telephone: 402-563-4903
Contact Person: Andrea Belgau (pca1@megavision.com)
Preferred method of contact: email
Description of work/project: Complaints, legal research, assist attorney
Employer will consider students under:

- X Law College Externship Program
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Employer: **University of Nebraska Public Policy Center**
Address: 121 S. 13th Street, Suite 303, Lincoln, NE 68588-0228
Telephone: 402-472-1496
Contact Person: Dr. Mark DeKraai
Preferred method of contact: mdekraai@nebraska.edu
Description of work/project: Legal research and public policy projects on a variety of behavioral and mental health issues in Nebraska
Employer will consider students under:
 Law College Externship Program

Employer: **Nebraska Public Service Commission**
Address: 1200 N Street, Suite 300, Lincoln, NE 68508
Telephone: 402-471-3101
Contact Person: Andy Pollack
Preferred method of contact: Phone
Description of work/project: Research and legal analysis in fields of telecommunications, natural gas, transportation, and grain warehouse law
Employer will consider students under:
 Federal Work Study Program
 Law College Externship Program

Employer: **Family Housing Advisory Services, Inc.**
Address: 2401 Lake Street, Omaha, NE 68111
Telephone: 800-669-3247 (toll free) or 402-934-6459
Contact Person: Gary L. Fisher
Preferred method of contact: Phone
Description of work/project: Fair housing/civil rights enforcement
Employer will consider students under:
 Law College Externship Program
 Law College Pro Bono Initiative

Employer: **United States Attorney's Office**
Address: 300 South 4th Street, 600 United States Courthouse Minneapolis,
MN 55415
Telephone: 612-664-5600
Contact Person: AUSA Mary Trippler or AUSA Michelle E. Jones
Preferred method of contact: Phone or mail
Description of work/project: Assist in representing the United States in criminal and civil matters before the US District Court for the District of Minnesota and the US Court of Appeals for the Eighth Circuit, perform legal research and writing, draft trial and appellate briefs, draft motions and supporting memoranda, draft responses to motions, assist Assistant U.S. Attorneys in preparing for trials hearings and oral arguments.

Employer will consider students under:

- X Law College Externship Program
- X Law College Pro Bono Initiative

Employer: **ACLU Nebraska**
Address: 941 O Street #706, Lincoln, NE 68508
Telephone: 402-476-8091
Contact Person: Amy Miller
Preferred method of contact: Phone, mail or email (info@aclunbraska.org)
Description of work/project: Student will assist Legal Director, research constitutional issues, and respond to requests for legal representation by members of the public.

Employer will consider students under:

- X Federal Work Study Program
 - X Law College Externship Program
 - X Law College Pro Bono Initiative
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Employer: **NE Appleseed Center for Law in the Public Interest**
Address: 941 "O" Street, Lincoln, NE 68508
Telephone: 402-438-8853
Contact Person: Milo Mumgaard, Director
Preferred method of contact: Mail or telephone
Description of work/project: Law clerk duties in the areas of welfare due process, immigrant rights, living wage issues, access to justice

Employer will consider students under:

- X Federal Work Study Program
- X Law College Externship Program
- X Law College Pro Bono Initiative

Employer: **Winnebago Tribe of Nebraska**
Address: P.O. Box 687, Winnebago, NE 68071
Telephone: 402-878-2809
Contact Person: Danelle Smith
Preferred method of contact: Email (DanelleJSmith@aol.com)
Description of work/project: We could design work or projects based on each student's interests or requirements. Work would be done for the Winnebago Tribe under the direction of either the General Counsel's Office or the Tribal Court with judges, prosecutors, or public defenders. General Counsel's Office could include research and writing, legislative drafting, or a project specific for a certain department within the Tribal organization.

Employer will consider students under:

- X Law College Externship Program
- X Law College Pro Bono Initiative

Employer: **Voices for Children in Nebraska**
Address: 7521 Main Street, Omaha, NE 68127
Telephone: 402-597-3100
Contact Person: Sarah Ann Lewis (slewis@voicesforchildren.com)
Preferred method of contact: Email or phone
Description of work/project: Legal research and assisting with policy work in the Nebraska legislature and the federal system

Employer will consider students under:

- Law College Externship Program
- Law College Pro Bono Initiative

Employer: **University of Nebraska Student Legal Services ASUN**
Address: 335 Nebraska Union, PO Box 880461, Lincoln, NE 68588
Telephone: (402) 472-3350
Contact Person: Shelley Stall/Tom Keefe
Preferred method of contact: Mail
Description of work/project: Legal research, writing memos and briefs, writing legal information for online handbook, obtaining police reports

Employer will consider students under:

- Federal Work Study Program

Employer: **Nebraska Association of School Boards**
Address: 1311 Stockwell, Lincoln, NE 68502
Telephone: 402-423-4951
Contact Person: John Spatz
Preferred method of contact: Phone
Description of work/project: Research & writing
Employer will consider students under:

- Law College Externship Program

Employer: **Nebraska State Bar Association**
Address: 635 South 14th Street, Lincoln, NE 68508
Telephone: 402-475-7091
Contact Person: Jean McNeil
Preferred method of contact: Phone
Description of work/project: Assist with client intake and placement of cases with volunteer attorneys

Employer will consider students under:

- X Law College Externship Program
- X Law College Pro Bono Initiative

Employer: **State of NE, Dept. of Admin. Services Risk Mgmt. Div.**
Address: 521 South 14th St., Suite 104, Lincoln, NE 68508
Telephone: 402-471-4436
Contact Person: Laura Peterson (petersol@notes.state.ne.us)
Preferred method of contact: Phone or email
Description of work/project: The Division handles all tort, contract, and miscellaneous claims against the state as well as all workers compensation claims by state employees. The Division also handles all insured and self-insured claims such as auto liability claims.

Employer will consider students under:

- X Federal Work Study Program
 - X Law College Externship Program
-

Employer: **Water Resources Research Initiative**
Address: University of Nebraska
Telephone: 402-472-1245
Contact Person: Professor Sandra Zellmer, UNL Law
Preferred method of contact: email; contact at law school
Description of work/project: Professor Zellmer will assist students in creating externships with employers involved in environmental law issues. Past employers have included the NE Dept. of Natural Resources, The Office of Senator Ben Nelson, American Rivers, and The Grassland Foundation.

Employer will consider students under:

Law College Externship Program

Employer: **Administrative Office of the Courts**
Address: Room 1213 State Capitol, P.O. Box 98910, Lincoln, NE 68509
Telephone: 402-471-3730
Contact Person: Judy Beutler (471-2921)
Preferred method of contact: phone
Description of work/project: Students will participate in the work of district courts, including research and writing memoranda with the possibility of drafting opinions or performing other court business. In addition, students will meet with a faculty advisor to discuss issues relevant to the externship while adhering to confidentiality requirements. This externship is with the Legal Research Unit of the Administrative Office of the Courts and serves district court judges outside of Lincoln and Omaha.

Employer will consider students under:

Federal Work Study Program
 Law College Externship Program
 Law College Pro Bono Initiative

FUNDING SOURCES FOR UNPAID POSITIONS

Nebraska Fund for Clerkships in the Public Interest

University of Nebraska College of Law

PO Box 830902

Lincoln, NE 68583

Contact: Student representative or Career Services Office

- Open to UNL Law students only
- Student must work for an organization involved in public interest law
- Stipend amounts vary depending on other funding sources secured and available funds
- No limitation on location of clerkship
- Applications due in late February/early March

Equal Justice Works Summer Legal Corps

2120 L Street, NW Suite 450

Washington, DC 20037

Phone: 202-466-3686

Email: mail@equaljusticeworks.org

Web: www.equaljusticeworks.org

- Must attend a law school that is a member of EJS
- Student must work for a non-profit, public interest organization
- Program awards \$1,000 education award in exchange for 300 hours of service. The award can be used toward qualified student loans or other educational expenses.
- See website for details and deadlines (applications usually made available in winter and grants are given on a rolling basis)

ABA Commission on Homelessness and Poverty/John J. Curtis, Jr. Legal Internship

740 15th Street NW

Washington, DC 20005

Phone: 202-662-1693

Email: homeless@abanet.org or hortona@staff.abanet.org

Web: www.abanet.org/homeless/curtin.html

Contact: Amy Horton Newell

- Requires 2 months of continuous work between May 1 and October 1
- Student must work for an organization run by a bar organization or legal services organization anywhere in the country that serves homeless clients or those at risk of becoming homeless.
- \$2,500 stipend
- Early submissions welcome, deadline is Monday, March 20, 2006.
- See website for more details.

Asian American Bar Association of the Greater Bay Area

PO Box 190517

San Francisco, CA 94119

Web: www.aaba-bay.com

Contact: Dorothy Liu

- The AABA offers funding to qualified summer law clerks to work on legal projects that provide free legal services to the Bay Area Asian American community.
- Students must work a minimum of 10 weeks.
- Stipends can vary up to \$2,500.
- Applications will become available on the AABA's website in early 2006 (look under the "scholarship" section); deadline is usually in early March

Bergstrom Child Welfare Law Summer Fellowship

The Michigan Child Welfare Law Program

University of Michigan Law School

611 Church Street, Suite 4C

Ann Arbor, MI 48104-3000

Web: www.law.umich.edu/childlaw

Contact: Cindy Kelley, program coordinator

- Summer fellowships in child welfare field for approximately 30 law students for 10 weeks during the summer
- Some advantage given to students who have found their own placement; however, the program will assist students with placement and searching for additional funding
- Stipends can vary up to a maximum of \$5,000
- Deadline is early February and applications can be obtained on the website

Federal Communications Bar Association Foundation

1020 19th Street, NW Suite 325

Washington, DC 20036-6101

Phone: 202-293-4000

Web: www.fcba.org

- The FCBA awards approximately four stipends per summer to law students employed as unpaid summer interns in communication positions within government offices.
- Stipends are \$2,500
- Applications are available on the website beginning in January. Deadline is usually in March.

National Lawyers Guild Haywood Burns Memorial Fellowships for Social and Economic Justice

National Lawyers Guild
143 Madison Ave. Fourth Floor
NY, NY 10016

Phone: 202-679-5100 x 14

Email: nlgmember@nlg.org

Web: www.nlg.org

- This program funds legal interns at diverse, preselected public interest organizations around the country. The list of participating organizations generally becomes available in early October (see the organization's website for last year's list). Applications generally become available in early November with a deadline of late February.
- Stipends are \$2,500 for 10 weeks of work

Pride Law Fund Summer Fellowship

PO Box 2602
San Francisco, CA 95126-2602

Phone: 415-788-0900

Email: dnarbaitz@steefel.com; rreyes@steefel.com

Web: www.pridelawfund.org

- Offers four funded fellowship opportunities to law students interested in working in the areas of sexual orientation, discrimination, individual rights litigation, direct legal services to people with HIV/AIDS, and other legal issues of concern to the lesbian, gay, bisexual, and transgender community
- Fellowships are available to law students working under the supervision of an attorney at a 501(c)(3) tax exempt non-profit organization anywhere in the country.
- Number and amount of fellowships vary each year.
- Applications are available on the website with the deadline for application in March.

Patrick Stewart Human Rights Scholarship/Amnesty International USA's National Field Project

600 Pennsylvania Ave. SE, 5th Floor
Washington, DC 20003

Phone: 202-544-0200 x 298

Email: aiusanfp@aiusa.org

Web: www.amnestyusa.org

Contact: National Field Program Coordinator

- Approximately 15 grants awarded each year to students who create an independent project OR work for a human rights organization.
- Stipends vary in amount (past year were from \$300-\$1,800)
- Program brochures & more information can be obtained by writing, calling, or emailing NFP.
- Applications are available on the website in January with the deadline for the application also in January.

Robert Masur Fellowship in Civil Liberties, The Nation Institute

33 Irving Place
NY, NY 10003

Phone: 212-209-5447

Email: instinfo@nationinstitute.org

Web: www.nationinstitute.org/awards/masur

- Open to 1st year law students who wish to pursue significant activities in the areas of civil rights or civil liberties
- Proposed activities may include a writing or research project, work with a public organization, or work on a civil rights or civil liberties law case under the supervision of a faculty member or lawyer. A one to two page proposal describing the project, a resume, and the name of the faculty or organization sponsor completes the application process.
- \$1,000 honorarium
- Deadline is usually late May

Asian Pacific American Bar Association Educational Fund-Washington DC

PO Box 23124

Washington, DC 20026-3124

Phone: 202-347-5634

Email: apaba@apaba-dc.org

Web: www.aef-apaba.org

- Awards fellowships to summer law clerks to work with public interest organizations that benefit either the Asian Pacific American community or the Washington DC community at large
- Projects must be in the metropolitan Washington DC area
- Sponsorship must be secured prior to application
- Stipends are generally \$2,500 for 10 weeks
- Applications are available on the fund's website; deadline is usually in early to mid April

California Women’s Law Center-Harry A. Blackmun Memorial Public Interest Grant

3450 Wilshire Boulevard, Suite 1102

Los Angeles, CA 90010

Phone: 213-637-9900

Email: cwlc@cwlc.org

Website: www.cwlc.org

- One position for a law student who is committed to public interest work and, in particular, to legal and policy issues affecting the civil rights of women and girls
- \$4,500 stipend for 10 weeks full time work in Los Angeles under the supervision of the organization’s Legal Director. Work includes conducting legal research, analysis and writing, including planning and developing the legal content and format of materials; developing and implementing advocacy efforts; responding to and tracking inquiries for legal assistance; and conducting appropriate intake and referring to appropriate community resources or legal referral agencies.
- Complete application (resume, personal statement, essay, and recommendations) is generally due in early February. See website for details on application components.

New Jersey Summer Public Interest Legal Intern Program

PO Box 1357

Edison, NJ 08810-1357

Phone: 732-572-9100

Web: www.lsnj.org/internprog.htm

- Program places students with public interest legal organizations in New Jersey and provides a stipend of \$410 per week for 1Ls and \$600 per week for 2Ls
- 10 weeks of work required
- Applications available on the website in October

Public Interest Law Initiative (PILI) of Chicago Summer Internship Program

Public Interest Law Initiative

c/o Foley & Lardner

321 North Clark Street, 28th Floor

Chicago, IL 60610-4764

Phone: 312-832-5127

Web: www.pili-law.org/internships/student.htm

- Program places students with public interest law agencies in the Chicago area
- Approximately 40 students are selected each summer
- Stipends are \$4,500
- Applications and detailed information about the program and its deadlines are available on the website

OTHER RESOURCES

Internships USA

A comprehensive listing of hundreds of internships and volunteer positions for law students in the areas of prosecution, international affairs, women's rights, education law, environmental law, federal law, law and policy, human rights, and more.

- Available on-line at www.internships-usa.com and in print in the CSO
- This resource is paid for by the CSO and is reserved for UNL Law students only. Please contact the CSO to receive the password needed if accessing the information on-line.

The Music and Entertainment Industry Internship Guide

A printed guide to internships for both undergraduate and graduate students in numerous areas within the entertainment industry including a section on entertainment law organizations.

- Available in the CSO

National Directory of Scholarships, Internships, and Fellowships for Latino Students

A printed resource detailing scholarships, internships and fellowships for Latino students at all educational levels. The internship section includes a break down of those internships that are specifically for graduate/professional students.

- Available in the CSO

Action Without Borders

This organization, devoted to connecting people and non-profit organizations, lists internship as well as employment opportunities on its web site.

- Access on-line at www.idealists.org; Click on "Internships" on the right hand side of the screen. To find law related internships, select "Legal Assistance" in the search field.