The ACLU-NC invites applications for internships for law and graduate students in the Legal-Policy Department. Students willing to work with intensity and focus will find an internship at the ACLU-NC a rewarding learning experience. Qualified applicants are enthusiastic, creative, and detail-oriented; have excellent research, writing, and oral communication skills; and, can articulate a commitment to work for social justice and the ideals of the ACLU.

We are now accepting applications for Spring 2017 externships.

About the Legal-Policy Department
The Legal-Policy Department pursues cutting edge impact litigation and promotes policy change in order to defend and expand the civil liberties and civil rights guaranteed by the Bill of Rights. The work of the Department covers a vast span of issues with particular emphasis in ten core areas: Criminal Justice, Education Equity, Equality (including economic, environmental, and racial justice, in addition to gender equality), First Amendment, Immigrants’ Rights, LGBT Rights, National Security, Reproductive Justice, Technology and Civil Liberties, and Voting Rights. The Department currently includes seventeen attorneys and policy directors, three fellows, and four assistants. Department staff work closely with the other departments within the ACLU-NC, including Organizing & Community Engagement, Communications, Development, Finance & Administration, as well as with ACLU of California Center for Advocacy and Policy in Sacramento.

Available Internships

LITIGATION INTERNSHIPS
Litigation Interns work directly with one or more attorneys and conduct legal research and writing in support of active and potential impact litigation that spans the ten core issue areas. Interns may be asked to draft legal memoranda, portions of court documents, and pre-litigation demand letters. When possible, interns attend appellate arguments, trial proceedings, and depositions. Additionally, interns may be asked to investigate facts and possible legal claims arising from intakes received via the Civil Liberties Hotline. Interns are encouraged to attend and participate in monthly program meetings, where prospective litigation and strategy are discussed. Litigation Internship applicants must currently be attending law school. For summer applicants, preference is given to students who will have completed their second year of law school when beginning the internship, but applications from all interested students are welcome. The Legal-Policy Department accepts 4-5 Litigation Interns per term. Litigation intern positions open in both our San Francisco and Fresno offices.

TECHNOLOGY AND CIVIL LIBERTIES INTERNSHIP
The Technology and Civil Liberties Intern will participate in cutting edge legal and policy work to safeguard privacy and free speech in the modern digital world. Interns will help draft reports, analyses, articles, and testimony to the legislature and regulatory agencies and brief the ACLU of California and National ACLU staff on a variety of technology issues. Interns will have the opportunity to participate in strategy meetings with other ACLU staff, work with other interns in the San Francisco office, and likely attend technology meetings and events throughout the Bay Area. Applicants must currently be enrolled in law school or a graduate program in Computer Science, Engineering, Information Science, Public Policy, Political Science, Journalism, or a related field, and must demonstrate a strong interest in the intersection of civil liberties and new technology, particularly privacy and free speech.

REPRODUCTIVE JUSTICE INTERNSHIP
The Reproductive Justice Intern will assist with projects to ensure that Californians have access to the services, information, and other supports they need to make reproductive health decisions and exercise their reproductive rights. Interns will have the opportunity to conduct research, draft materials, and otherwise work on various issues encompassed by our Reproductive Justice Project. Interns will participate in staff meetings and strategy meetings with coalition partners and assist in fact-gathering for local and state advocacy efforts through Public Records Act
requests, field interviews, and other strategies. Reproductive Justice Internship applicants must currently be enrolled in law school or a graduate program in public health, social work, public policy, or a related field, and applicants must demonstrate a passion for reproductive justice and a commitment to work for social justice and the ideals of the ACLU.

CRIMINAL JUSTICE INTERNSHIP
The Criminal Justice (CJ) Intern will participate in the CJ Project’s new Prosecutorial Accountability Project: What a Difference a DA Makes. The project aims to increase engagement in prosecutorial elections, increase accountability and prevent error, and draw attention to the immense power and discretion exercised by prosecutors. Interns will conduct legal and policy research and analysis, help author reports, draft advocacy materials, and assist with legislative or other local campaigns. Interns may attend and participate in public hearings at the state and county level and participate in meetings with criminal justice policy-makers and advocates as such opportunities arise. Applicants must currently be attending law school and demonstrate a passion for criminal justice issues and a commitment to work for social justice and the ideals of the ACLU.

Application Process

SCHOOL YEAR INTERNSHIPS
School year internships are full- or part-time, generally requiring a 16 – 24 hours per week commitment. Students on the semester system must be able to commit to working 12 – 14 weeks. Students on the quarter system can serve shorter quarter-long internships. We greatly prefer that part-time interns commit to work full work days (i.e., two eight-hour days rather than four four-hour days) and recommend that students commit as many days a week as possible for the best internship experience. Semester interns earn academic credit as determined by their law schools. Work-study funding may be available.

SUMMER INTERNSHIPS
Summer internships are full-time for 10 – 12 weeks and usually begin the day after Memorial Day. “Split” summers may be considered where the intern is available for a minimum of 10 weeks. Part-time internships are not available during the summer. For summer internships, students are encouraged to seek independent funding through their schools where available. The ACLU-NC will consider matching grants and may provide additional funding as available. Summer internships available in both our San Francisco and Fresno offices.

APPLICATION DEADLINES
Applicants are encouraged to apply early in the hiring cycle as decisions are made on a rolling basis.

- **Spring term:** Applications will be accepted beginning September 15 for the following spring term.
- **Summer term:** Applications will be accepted beginning October 15 for the following summer term.
- **Fall term:** Applications will be accepted beginning February 15 for the following fall term.

HOW TO APPLY
Applications from all interested students are welcome. The ACLU-NC is proud to be an affirmative action employer. All interested individuals, including people of color, women, persons with disabilities, and persons who are lesbian, gay, bisexual, transgender or intersex are particularly urged to apply.

Applications must include the following: (1) Cover Letter that includes a statement about (a) which internship you are applying for, (b) a brief statement about why you want to work on that issue at the ACLU-NC, and (c) how you encountered the internship opening; (2) Resume; (3) Writing Sample; and, (4) List of References with contact information.

Submit Spring 2017 applications via email to https://aclunc.recruiterbox.com/jobs/fk06ib2. All applications may alternatively be submitted via U.S. mail to ACLU of Northern California, ATTN: Legal-Policy Department Internships, 39 Drumm Street, San Francisco, CA 94111.