

USC Guide to Public Service Law



Published by the
University of Southern California Law School
Career Services Office

Updated August 2002

INTRODUCTION & ACKNOWLEDGMENTS

This guide has been created through a partnership that symbolizes the depth and breadth of the Law School's support and commitment to public service law. The fact that legal work in public service is not a "fringe" activity, but rather one that should be central to every member of the legal profession is evidenced by those who have come together to make this guide possible. We give to each our deepest thanks and appreciation for their support.

The guide was originally published in 1992 under the supervision of Sheri Porath, Peter Lee, Stacy Cole, other members of the USC Public Interest Law Foundation and Lori Nelson, Director of Career Services. The original edition was funded by Law School students through the Public Interest Law Foundation ("PILF") and the Student Bar Association, as well as by alumni from the "Class of 1987" whose five-year anniversary gift was specifically designated to make this guide possible, and the law firm of Gibson, Dunn & Crutcher.

Since then, the guide has been a valuable and useful resource to students at the Law School who are interested in pursuing work in the public service sector. The dedication of the Law School administration to public service law is demonstrated by the fact that this guide has been updated and re-published under the auspices of the Career Services Office and funding has been provided by the administration. The depth of the Law School's support of public service law is further evidenced by the ongoing support given to PILF. Founded by a small group of students in 1987, PILF has since grown to become the largest student organization at the Law School. The Law School's commitment to students who are interested in a career in public service law will undoubtedly continue into the future and help foster a supportive environment which encourages the skilled practice of law in a variety of fields.

The 2002 version of the USC Guide to Public Interest Law has been made possible by the generous support of the Law School administration, specifically the Career Services Office.

MESSAGE FROM DEAN SPITZER

Dear Student:

In one sense, all lawyers should work "in the public interest" and perform "public service" as they practice their profession. Indeed, what distinguishes a profession from business or trade is the primary focus of the activity. The primary focus of business or trade is profit; the primary focus of a profession ought to be to render important services to the public, performing in essence a fiduciary role for society as a whole.

We know, however, that "public service" or "public interest" law now refers to a subset of the practice of law, practice for nonprofit agencies and government. It is distinguished from "private practice," which refers to practice for law firms and corporations. To me, these uses of "public interest" and "public service" are somewhat unfortunate, for it can imply to some that lawyers in firms and corporations somehow do not have a responsibility to practice in the public interest or to provide public service. Be that as it may, the terms now have a widely understood reference to a particular segment of the practice of law.

The USC Law School has long been dedicated to supporting this segment of law practice. The Legal Aid Foundation of Los Angeles was first established at the school over seventy years ago. The school was also the first site of the Western Center on Law and Poverty. Through the years, various clinics and courses have provided important support for a number of agencies and authorities involved in public service activities. The Law School's Loan Repayment Assistance Program provides subsidies to repay student loans to graduates who undertake public interest and public service careers.

In recent years, support for these activities has intensified through student initiatives to fund public interest fellowships and to expand public interest courses and clinics. The Public Interest Law Foundation, which is funded by alumni and student contributions, supports over twenty summer fellowships in public interest settings for law students and also supports the Audrey and Sydney Irmas Public Interest Fellowship for a recent graduate.

This guide is yet another project initiated by PILF and funded by students and alumni in support of public interest practice. It provides a comprehensive survey of public interest opportunities and details preparation and search strategies for a public service career. It identifies alumni and faculty who can be especially helpful to students considering public interest work, whether for a summer, a few years or an entire career.

We are grateful to those who have supported and prepared this important resource, thereby reinforcing the Law School's commitment to public interest and public service.

Matthew L. Spitzer
Dean

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WHAT IS PUBLIC SERVICE LAW?

Individuals who practice public service law, as well as those who perform pro bono work, can dramatically impact the lives of those they represent. The University of Southern California Law School has a strong tradition of supporting legal work in public service. Many Law School students and graduates have made significant contributions through their public service endeavors as the following examples illustrate.

Lance Breault (Class of 1998) received a USC Public Interest Law Foundation (PILF) Grant for the summer of 1997. Lance worked with the ACLU of Southern California on a number of cases, including the high-publicity Geronimo Pratt case, which resulted in the freeing of an innocent man after twenty-five years in prison. Additionally, Lance wrote declarations, participated in strategy sessions and articulated legal arguments in the battle to force the State to take action regarding the dilapidated conditions of inner-city schools.

Laura Journee (Class of 1993) received a PILF grant which enabled her to work during the summer of 1991 for the South Africa Constitution Watch Commission. One of the Commission's purposes is to encourage compliance with international human rights principles in the formation of the constitution. After she set up an office in Johannesburg, Laura arranged meetings between the major parties involved in the negotiation of the constitution and the Bill of Rights. During these meetings the parties presented their proposals for a new constitution and their positions on key issues. Each party's proposals were then analyzed under human rights principles and the findings presented before the U.S. Congress and the international community.

Roger Coggan (Class of 1974) left private practice after several years to become the Director of Legal Services for the Los Angeles Gay and Lesbian Community Services Center. The Center is a direct legal service and advocacy program that serves those affected by the AIDS epidemic, victims of hate-crimes, and people discriminated against because of their sexual orientation.

* * * * *

Opinions vary as to what constitutes public service law. For the purposes of this Guide, public service law is defined broadly to include all legal work which serves underrepresented populations and impacts society at large. This includes traditional public service work, such as a legal services office, as well as government work. The variety of opportunity is immense. There really is something for everyone. The following overview of the various types of organizations will provide a starting point for you to determine what role public service will play in your legal career.

PUBLIC SERVICE EMPLOYMENT OPPORTUNITIES

Legal Service Agencies

Legal service agencies serve low-income clients in matters such as immigration, family law, domestic violence, government benefits, landlord-tenant and bankruptcy, to name a few. There are two broad categories of legal service agencies: those that receive funding from the Legal Services Corporation (LSC); and those that do not. Those organizations that receive LSC funding are more restricted in the type of cases

they may handle than organizations that receive their funding from other sources. LSC restrictions include bans on class action lawsuits and welfare reform work, among others. Despite the restrictions, however, LSC-funded offices remain a good opportunity to provide meaningful representation to low-income clients.

While obtaining a permanent position at a legal service agency in an urban area tends to be competitive, it is not as difficult to find a clinical internship or summer clerkship with a legal services program. Legal service agencies often make extensive use of private attorneys and law students who volunteer their time to represent clients in need.

The benefits of working in a legal services office typically include direct client contact, significant interaction with practicing attorneys, and a less formal work environment. As a staff attorney, you will have extensive direct contact with your clients and will be able to see immediately the positive impact of your efforts. Although salaries are relatively low, vacation and other benefits are usually more generous. Information about Los Angeles and Orange Counties, and Inland Empire organizations can be found in Appendix C of this guidebook.

A few examples of legal services agencies include Bet Tzedek Legal Services, Legal Aid Foundation of Los Angeles, Legal Services Program for Pasadena and the San Gabriel - Pomona Valley, Public Law Center, and San Fernando Valley Neighborhood Legal Services.

Issue-Oriented Agencies

Often referred to as “impact litigation agencies,” these organizations target specific areas of concern, such as domestic violence, children’s rights and civil rights, and generally represent groups or individual clients whose cases may have broad legal impact. The scope and structure of these organizations vary; some are small, one-office organizations, while others are national in scope with offices located throughout the country. Most attorneys participate in legislative and administrative policy reform activities in addition to their litigation projects. An agency’s litigation agenda is frequently generated by policy considerations, and litigation is often at the appellate level.

Though these can be extremely competitive public service jobs to acquire, some organizations offer post-graduate fellowships, which are excellent opportunities to enter the field. Information about impact legal organizations in the Los Angeles area can be found in Appendix C of this guidebook.

Some examples of impact legal agencies include the American Civil Liberties Union, the Mexican American Legal Defense and Education Fund, the NAACP Legal Defense Fund, the National Resources Defense Council, the Western Center on Law and Poverty, and the Western Law Center for Disability Rights.

Government

This classification provides the greatest number of options of any public service category. It also offers the most diverse range of legal practice areas. There is a relatively constant need for new government attorneys and tens of thousands of legal positions exist in federal, state, and local departments and agencies. Though many of these positions are located predictably in Washington, D.C. and individual state capitols, there are regional offices located throughout every state in the country.

Criminal Law

Public Defenders

Public Defenders represent people accused of crimes who cannot afford private attorneys. Public Defender offices are established within each county and at the state and federal level. These are among the best offices in which to obtain trial experience. Staff attorneys are given responsibility from the outset to determine litigation strategy.

Public Defender offices are organized either "vertically," which means the attorney handles all phases of the case from intake to dismissal or sentencing, or "horizontally," meaning the attorney represents clients at only one phase, e.g., the preliminary examination. Generally, Public Defenders begin with misdemeanor traffic cases, moving on to felony trials in about two years.

District Attorneys

Each county also has an Office of the District Attorney. In addition to prosecuting individuals accused of crimes, these offices are also responsible for prosecuting environmental and consumer fraud cases. Larger offices have separate units that specialize in these areas.

As in the Public Defender's office, attorneys gain extensive trial experience and assume significant case responsibilities from the start. New Deputy D.A.s generally begin with arraignments and negotiations. Once Deputy D.A.s have some trial experience they are given broad prosecutorial discretion.

Civil Law

Federal Government Offices

The U.S. Department of Justice handles most civil litigation for the federal government. Attorneys frequently are given responsibility for complex civil litigation of national significance. The Attorney General's Office deals with federal criminal prosecution, as does the U.S. Attorney's Office. The Attorney General's practice areas are: Antitrust; Appeals, Writs and Trials; Charitable Trusts; Civil Rights Enforcement; Consumer Law; Correctional Law; Employment, Regulation and Administration; Environment; Land Law; Government Law; Health Quality Enforcement; Health, Education and Welfare; Indian and Gaming; Licensing; Natural Resources; Business and Tax; Tort and Condemnation; and Tobacco Litigation.

In addition, many federal agencies hire attorneys. Depending on the office, agency attorneys may perform any variety of functions, such as litigation, drafting regulations, testifying before legislative bodies and giving advice on the enforcement of laws. Examples of these include the Department of Health and Human Services, the Environmental Protection Agency, the Federal Communications Commission, the U.S. Securities and Exchange Commission and the Department of Housing and Urban Development.

State Government Offices

Each state has its own Attorney General's Office to represent the state in complex civil and criminal litigation. Attorneys in state A.G. offices also serve as advisors to state agencies and officials. Most offices are organized by practice specialties such as civil rights, consumer protection, environmental and criminal.

Other state agencies offer a variety of legal employment opportunities. Individual departments such as Health or Transportation have their own in-house counsel. In these positions attorneys have the opportunity to work with individual clients and directly witness the results of their labor.

Local Government Offices

Cities, counties, and municipalities all offer employment opportunities for attorneys. Many cities have an Office of City Attorney that represents the city in litigation and also provides advice to various city agencies.

At the county level, offices such as the Los Angeles County Counsel's Office represent the county in litigation and provide advice and legal representation to county agencies.

Judiciary

For both law students and recent graduates, a judicial clerkship is one of the most rewarding experiences you can have. Judicial clerkships are valuable opportunities to strengthen your legal research and writing skills, as well as gain insight into the inner workings of the legal system. Clerks often have the opportunity to gain much more hands-on experience than their peers who are clerks or new associates in law firms, and are usually highly sought after by all types of employers after the completion of their clerkships.

Many students and recent graduates are deterred from seeking a judicial clerkship because they feel that their grades are not high enough. This is often not true. While certain courts and jurisdictions do maintain high grade standards, others are not as strict. In general, Federal Courts and Courts of Appeals are more grade competitive than State Courts, and large metropolitan areas are more competitive than smaller ones. Other courts, such as Bankruptcy and Magistrate Courts, are much less grade competitive and can provide a more rewarding experience for students with interests in those particular areas of practice. The bottom line is, **“If you are flexible, you will find something!”**

Students who are interested in a judicial clerkship should refer to the Judicial Clerkship Handbook, available in the Career Services Student Resource Center. Because timing for clerkship applications varies from the traditional employment search, students should begin researching opportunities well in advance. See Eden Kusmiersky in the Career Services Office if you have any questions.

Private Public Service Firms

There are many types of firms in this category. First are those firms that provide legal service to the underrepresented. This kind of firm handles a variety of public interest issues, often at a reduced fee for the client. The offices, which are usually small, specialize in particular fields of practice, such as employment law or criminal defense. While these firms rarely recruit at law schools, they do list available openings in public service newsletters. (See Appendix E, "Bibliography of Public Service Resources.")

A second kind of private public service firm represents unions in labor law matters. Job opportunities are infrequent in this field and firms often hire people with knowledge of labor law and significant experience. Many graduates take part-time jobs until an opening is available.

Another type of private public service firm represents cities and counties, utility districts, and/or public agencies. Attorneys in these firms are generally active in local government, attending city counsel and

other types of meetings.

For more information on private public service law firms, please visit the Career Services Office Student Resource Center.

Alternatives to Traditional Legal Careers

There are many options available to law graduates who do not wish to practice law. These include politics, legislative positions, permanent judicial clerkships, law librarianships, legal journalism, teaching, administration of public service offices and many others.

Many graduates find that social action organizations provide an excellent opportunity to utilize their skills outside of traditional legal practice. Social action organizations work to achieve political reform and social change in specific areas of the law. While social action organizations may participate in some litigation, they emphasize policy research, advocacy, appellate brief writing and community organizing and education. Examples of social action organizations include the Natural Resources Defense Council, Public Interest Research Groups (PIRGs) and Amnesty International.

For those students who feel strongly about a particular social issue and have the necessary initiative and skills, starting their own organization is another viable option. Although it requires much more work initially, as well as a willingness to sacrifice immediate security for future success, it is a great way to tailor your work to your exact interests.

PRIVATE FIRMS AND *PRO BONO*

Karen Frederiksen (Class of 1988) and Mark Kemple (Class of 1989), along with two other associates from Gibson, Dunn & Crutcher, traveled in March, 1991 to the war-torn country of El Salvador on a pro bono project to investigate the massacre of fifteen peasants. The four visited the site of the slayings and interviewed government and military officials, as well as the accused, various human rights groups and the opposition party. Although no definitive conclusions were reached, circumstantial evidence linked the military to the killings, and a formal report of the expedition was issued to the U.S. Congress and the United Nations. Karen urges new lawyers to begin pro bono work right from the start. "Keep something on your plate," she says, "and you'll continue to do pro bono work. Be creative enough to convince your firm to take on pro bono projects. Show how a project can be beneficial to a firm, and you'll be surprised at how receptive a firm can be."

* * * * *

If you plan to work in a private law firm, you can also work in the public interest by taking *pro bono* cases. *Pro bono* work is that which is done by an attorney for no monetary compensation. Even if *pro bono* work is not the focus of your career, it can still be one of the most rewarding parts of your work.

Because a new associate is generally inundated with work, the key to finding *pro bono* opportunities is finding a firm with an active *pro bono* policy. Firms that support *pro bono* work will give billable hour credit and will provide support such as resources and partner supervision. The State Bar of California encourages law students to "Just Ask" about a firm's commitment to *pro bono* during the interview process. If students express an interest in public service via *pro bono*, the greater the likelihood law firms will respond by initiating *pro bono* programs and opportunities.

When you do question a prospective employer about *pro bono* work, do not allow the question to

be brushed aside with a response such as, "Of course we promote *pro bono*. Our attorneys can do as much as they want." This may mean after 10 p.m. and every other Sunday! Try to diplomatically determine the level of commitment by asking about billable credit, partner participation, and firm policy. Further, try to get the interviewer to define *pro bono*. Does it mean free representation to the senior partner's errant relative on another DUI? Ask for actual case examples of the firm's *pro bono* activities, as well as whether the firm has won any awards for its efforts.

Besides asking the employer, you can also get information on the firm in the Career Services Office in Room 110. There you will find employer NALP forms describing *pro bono* and hiring policies, and questionnaires regarding quality of life issues. In addition, you may wish to read NAPIL's *Guide to Public Interest Career Resources*, NAPIL's *Pro Bono and Law Firms*, the ABA's *Path to Pro Bono*, and the *Public Interest Advocate*, all of which are available in the Student Resource Center. The ABA is also involved in encouraging private law firms to perform more *pro bono* work and offers resources to help them to that end.

There are many private firms that devote a substantial amount of time to public service causes. Talk to some of the people you know in public service. They will generally know which firms have the best *pro bono* records and provide real opportunities for a new associate.

CONCLUSION

There is an immense and various range of opportunities for someone interested in public service law to apply their skills and commitment. The preceding list provides just a flavor of the types of organizations that are available. The next sections and the appendices offer the strategies and resources necessary to find the opportunity that is right for you.

WHY SHOULD I CONSIDER PUBLIC SERVICE LAW?

The best sources of information and advice regarding public service law are individuals who have actual experience in the various fields. The following are personal perspectives from members of the USC Law School community whose differing experiences provide a broad view of public service law.

Lance Breault

USC Law School Graduate, Class of 1998

"That day, as I watched an innocent man walk out of prison for the first time in twenty-five years, I knew that was why I came to study law."

The sun beat down on the crowd as everyone tried to catch a glimpse of history in the making. People of all races and cultures nervously chatted in anticipation of an event that many had dreamed of for the last twenty-five years. When the jailhouse doors finally opened and Geronimo Pratt saw the light of freedom shine in his eyes, a shiver traveled down my spine because I realized that I had contributed, albeit in a very minor role, to his release. As I stood there in the sunlight, I soaked up the cheers from the crowd and intensely studied the smiles on people's faces, knowing that this was a moment that would be cemented in my mind forever.

The summer that I spent working for the ACLU refocused me on who I am and why I came to study law. I worked with a group of individuals who liked to come to work each day because they believed in what they were doing. My supervisor, besides being one of our country's best attorneys, was also a very caring man with a genuine concern for the welfare of his clients and everyone around him. He could easily work at any of the big firms and make twenty times what he does at the ACLU, but instead he chooses to do the work that he loves, defending the constitutional rights of all people. Needless to say, this was an ideal environment to work in as I learned from a man for whom I have the utmost respect.

As an intern to the legal director I was fortunate to work on the civil rights cases that make headlines, and significantly affect the rights of people everywhere. The Geronimo Pratt case was my first assignment when I walked through the door. The significance of working on a case whose cause had been championed for the last twenty-five years did not escape me. As a teenager I learned the story of Geronimo Pratt, the political prisoner and ex-Black Panther who was sent to prison for a murder that many claimed he did not commit. That day, as I watched an innocent man walk out of prison for the first time in twenty-five years, I knew that was why I came to study law.

Working at the ACLU last summer provided me with memories of historical events that I will never forget, invaluable legal experience working side by side with some of the best attorneys in the country, and most importantly gave me a personal satisfaction to know that the work that I did contributed in making the lives of some people a lot brighter.

Joyce Kennard

*Associate Justice, Supreme Court of California
USC Law School Graduate, Class of 1974*

"I urge all law students and new lawyers to commit themselves to public service in some form at some time during their careers. By so doing, you will enrich your lives and the lives of those you serve."

A legal career devoted to public service can be highly rewarding. The benefits are both professional and personal.

In a professional sense, public service work for lawyers is often challenging and stimulating. A new lawyer entering government service in, for example, a prosecutor's or public defender's office, is frequently given major responsibility for the conduct of significant cases early in his or her career. By contrast, the opportunity to develop as a professional by making important case decisions and conducting critical court proceedings may not arise for many years for attorneys who practice in private law firms.

Moreover, the opportunity to be involved in challenging, "cutting edge" or "state of the law" cases is often far greater in public service practice than in private practice, and can persist throughout one's legal career. Although I do not mean to diminish the importance of private law practice, public service law practice presents issues of genuine public policy significance with far greater frequency than does the typical private practice of law. Thus, public service provides greater opportunity for intellectual satisfaction in professional practice.

In a personal sense, a career in public service can be immensely rewarding. Perhaps the greatest personal reward in public service practice is that lawyers in public service are not merely representing the interests of a private client--instead, they represent the interests of us all. This is true of the attorney representing the People in a criminal prosecution, or arguing on behalf of the government in civil cases. It is also true of public defenders, who represent through their clients the enduring values set forth in the Bill of Rights.

Some law students and new lawyers who wish to enter public service may not be able to do so today in an era of fiscal constraint. But even if one cannot devote one's professional career to public service, the need and opportunity for lawyers to be involved in public service are constant. Pro bono legal work is almost always available. So are opportunities to become involved in government through volunteer service on commissions and boards on all levels of government. I urge all law students and new lawyers to commit themselves to public service in some form at some time during their careers. By so doing, you will enrich your lives and the lives of those you serve.

Erwin Chemerinsky

*Sydney M. Irmas Professor of Public Interest Law, Legal Ethics and Political Science
USC Law School*

"The psychic rewards of helping a person receive justice and of working through law to improve society are incalculable."

I decided to go to law school because I believed that law was the most powerful tool in society for positive change. I was deeply moved by the impact of civil rights and civil liberties lawyers and wanted to

spend my career doing that type of work. Although I became a law professor because of my love for teaching, my belief in public service law has never wavered. I have remained actively involved in public service law, doing volunteer work for groups such as the American Civil Liberties Union, Fund for the Feminist Majority, the Mexican American Legal Defense and Education Fund, the NAACP, and People for the American Way.

Public service law, most of all, means representing individuals and causes that otherwise likely would not be represented in the courts and legislatures. The sad reality is that the poor and much of the middle-class cannot afford legal services. The unfortunate truth is that there is a wide array of important social needs -- environmental protection, consumer protection, safeguarding individual liberties -- that are not provided for in the market system.

Public service lawyers work in legal aid and public defenders offices to represent those without money to afford attorneys. In government and in public service organizations, lawyers work to protect the environment and consumers, safeguard civil liberties, and enhance civil rights. Public service law is not inherently liberal or conservative. Public service organizations exist at both ends of the ideological spectrum.

The impact of public service law and lawyers cannot be overstated. Laws segregating almost every aspect of Southern life were eliminated because there were lawyers who dedicated their careers and their lives to making social justice through law a reality. Laws prohibiting abortion in 46 states were invalidated through the efforts of dedicated public service lawyers. More recently and more locally, lawsuits challenging discrimination in electing the Los Angeles City Council and the Los Angeles County Board of Supervisors succeeded and led to increased minority representation on both of those bodies.

Public service law does not pay much in monetary terms, although there are loan forgiveness programs and other ways of making it affordable. But the psychic rewards of helping a person receive justice and of working through law to improve society are incalculable.

Terri Villa-McDowell

1991 Irmas Fellow, Legal Aid Society of Orange County

USC Law School Graduate, Class of 1991

"I feel so fortunate to have worked my first year as an attorney with a supportive group of mentors and colleagues. Most of all, I'll remember the clients who came to court with me so full of trust and confidence in my abilities."

In my last year at USC Law School, I was fortunate enough to be chosen as the first USC/Irmas Fellow. The fellowship was established to provide partial funding for a new attorney to work in poverty law. It was named to honor longtime Public Interest Law Foundation supporters Sydney and Audrey Irmas.

Because I had worked as Public Relations Director for the Long Beach Convention & Visitors Council, I knew that Long Beach has one of the largest Cambodian communities in the country, four to twelve percent of the city's total residents. My project at Legal Aid Foundation of Long Beach would be community outreach and advocacy on behalf of the Cambodians. Legal Aid agreed to match the funds that USC's Public Interest Law Foundation provided.

I began by introducing myself to key community leaders as well as doctors, professors, and other professionals who had worked in the Cambodian community. The reaction at first was less than enthusiastic. No one had ever come to the community offering free legal assistance and a mistrust of anything having to do with the courts worked against me.

My first clients were largely staff at the agencies and their friends who came with a "let's see what

she can do for us" attitude. Slowly, over the months I began to get referrals from these staff people. Once the word started to get out, clients began coming in with a wide gamut of problems. What type of legal problems cropped up? Anyone who works in the Cambodian community soon brushes up against the pain of a people whose country saw *one quarter* of its population wiped out. It is inevitable, therefore, that the stress of the survivors surfaces. One week it seemed as if I did nothing but domestic violence restraining orders. The act of speaking out against one's abuser, usually a husband, and even ousting him from the home, is counter to a culture which ignores domestic violence as "not a problem." But this act is tremendously empowering to the woman. I was touched to see the dramatic changes in these women.

Another problem is that the Cambodians frequently are on the losing end of encounters with government agencies. The Department of Social Services, Social Security, Immigration and Naturalization, the Internal Revenue Service, the Department of Motor Vehicles -- these are all faceless entities which conjure up a high fear factor. Usually the problem involves communication miscues such as the fact that the myriad forms are in English and the staff is impatient or insensitive with non-English speaking Cambodians.

Failing to seek civil redress in the courts is another problem in the community. For example, Cambodians told me of being involved in a traffic accident and not being able to tell their side of the story because they could not make themselves understood to the police. The result: even though they were not at fault, they were assessed large damages by the other side.

My first year in practice was naturally a series of "firsts": my first trial solo, my first hearing, first settlement, first loss in the courtroom. I feel so fortunate to have worked my first year as an attorney with a supportive group of mentors and colleagues. Most of all, I'll remember the clients who came to court with me so full of trust and confidence in my abilities.

Christopher Knauf

*Staff Attorney, Western Law Center for Disability Rights
Vice President, Public Interest Law Foundation 1994-1995
USC Law School, Class of 1996*

"Every public interest attorney I have met is extremely satisfied with their work and career."

The most striking aspect of public service law, based on my experiences so far, is the quality of the people engaged in the practice. Every person seems motivated, thoughtful, kind, and driven to improve our world. These people have convinced me that public interest law is the way to go.

Luckily, the Law School provides students many opportunities to work in and become acquainted with the various areas of public interest law. In comparison with other law schools, we are fortunate to have an administration that remains committed to preparing public interest attorneys.

Last year, in order to break the monotony of being a 1L and to make law school seem applicable to the outside world, I participated in a few public interest activities. As a homeless advocate, I helped people with their applications for general relief and food stamps. As a student teacher in Street Law, I taught law and policy to local high school students and served one day as a college mentor. These and other PILF activities did a great job of keeping me sane during my first year.

This past summer, I was fortunate to receive a PILF grant to work at the Public Law Center in Santa Ana. I'll summarize the experience this way: I enjoyed property as a class, but now I know ways to get people out of foreclosure. I loved interviewing clients (which isn't something one usually does until

several years into a private firm) and the daily interaction with attorneys in my office and the offices with which we worked. It seemed like every day I learned something that I could keep and apply forever.

No matter the level of a student's involvement, just a few hours per month can easily make a great impact. A volunteer opportunity will give you a wonderful exposure to how the law directly affects people, and will remind you that we're learning skills that can positively affect people's lives. When you get someone food stamps so they can eat, it feels pretty good.

* * * * *

The following presentation was made by Associate Dean Karen A. Lash at the spring semester 1992 Pro Bono Kick-Off Campaign sponsored by PILF. Dean Lash's (often tongue in cheek) remarks followed those of Professor Erwin Chemerinsky and Andrea Ordin, then President of the Los Angeles County Bar Association, who addressed the reasons why doing pro bono work is the "right thing" to do.

What's In It For Me?

Public service legal work enhances the legal profession's image; pro bono work is our professional and moral responsibility; it's probably the most rewarding and emotionally satisfying work you'll do; and you *can* make a difference. Although I know that most of you recognize that pro bono is the "right thing," I also know that one or two of you are saying, "o.k., o.k. – but what's in it for me?"

First, students who perform 35 hours of pro bono work will receive a goldleaf, tricolor certificate awarded by the Los Angeles County Bar Association with your name featured prominently and in calligraphy, signed by none other than your Los Angeles County Bar Association President. It's suitable for framing -- I am certain that you have some space in your home crying out to be filled with this 14" x 17" honor.

Second, volunteer work can go on your fall resume. Under the "Honors Received" section, it should say, "Recipient, Los Angeles County Bar Association Certificate of Appreciation for Public Service." Under the "Student Activities" section of your resume, it should read, "Advocate, Homeless Advocacy Project; Volunteer, El Rescate." Trust me, you will get far more mileage out of this than "Interests: Tennis, Golf."

Third, your spring resume...

The point I'm trying to make is simple: performing volunteer work can help you get a job -- any kind of job.

If you are interested in a public service position, demonstrating your commitment is *imperative*. It is the only way to show that you are a serious candidate. When I was a staff attorney at Public Counsel, I would see hundreds of resumes. You may be someone who will change the world, however, I only have 60 seconds per resume. If you don't have something on your resume that shows me you really want to do this work, you won't make it to the interview stage.

"But I don't want a public interest job" you say -- "I want to work for a private firm." To that I respond -- confidently -- pro bono work can also help you get a private practice position. For example, someone like me could be a chair of the recruiting committee. (In fact, when I was in private practice for a Los Angeles law firm, I did chair the recruiting committee...)

Actually, and this may surprise you, most law firms really do care about their image -- they enjoy being perceived as a firm that does good things for the community. Doing community service work in law school is a pretty good predictor of a person's behavior once they become a lawyer.

In addition, some law firms take seriously the A.B.A.'s Model Rule 6.1 -- the rule that reminds us that it is our professional responsibility to perform pro bono work. Again, to those firms you will be an attractive candidate.

You also begin developing your lawyering skills. All firms are interested in the development of your lawyering skills. The student who has represented a single mother in her AFDC appeal hearing or an undocumented Nicaraguan in an INS hearing is somebody who has already done client interviews and client counseling, learned basic courtroom procedures, become familiar with filling out legal forms, actually done some oral advocacy, done research and writing on legal issues, drafted declarations, etc. -- not just talked about doing it someday. Anything that helps you get past the learning curve is an advantage to a law firm -- they don't have tons of free time to train you.

Your activities also give you something interesting to talk about in an interview -- and, by the way, something that you are likely to be more fluent in and knowledgeable about than your interviewer: a good way to impress someone. And remember -- the interviewer not only wants to hire someone who is competent, she wants to hire someone who has a life, likes to do things, gets involved. If that's not you, doing pro bono work can help create the illusion that you are an interesting person.

The applicant who has done volunteer work is the one who takes initiative and is not afraid to get out in the world and roll up his sleeves -- law firms like those traits. Finally, one of the most important strategies in getting a job is networking. True, there are tens of thousands of lawyers in Los Angeles. I know it seems impossible, but everyone seems to know everyone else. As long as your work is good it can only be to your advantage to "know someone." You should be aware that people like Jim Preis, the Executive Director of Mental Health Advocacy services, is also an alumnus of the Law School.

I am -- obviously -- not above inspiring you to do pro bono work with whatever motivational technique I know to use. But I do want to emphasize and reemphasize that you should only volunteer to help someone if you genuinely want to be of service. The need is extraordinarily high. A recent Public Interest Clearinghouse report reveals that the number of poor people in California has increased by 41% and will continue to rise, yet there are now 20% fewer legal services attorneys than a decade ago. Only 15.2% of the legal needs of the poor are being met. Your services are in need. Do pro bono work, do it often, and have fun.

Karen Lash

Associate Dean, USC Law School

USC Law School Graduate, Class of 1987

How Can I Get Involved in Public Service Law as a Student?

The choices you make as a law student, both in terms of courses and activities, will have a continuing impact on your future legal career. Public service employers seek individuals who have demonstrated a genuine, ongoing interest in public service. Curriculum choices are one way to demonstrate interest. Serving as an intern or judicial extern also accomplishes this, as does performance of volunteer work. This chapter discusses the many options available to the USC Law School student interested in public service work, both now and in the future.

LAW SCHOOL COURSES & CLINICAL PROGRAMS

Law School Courses: Public service law encompasses a broad range of specialty fields. The courses you choose will depend on your particular interests. The following is a sampling of the wide spectrum of public service-related courses offered at the Law School. It is by no means a complete inventory; additional public service-related courses can be found in the Law School Student Handbook.

- | | |
|---------------------------|----------------------------|
| ! Labor Law | ! Public International Law |
| ! Immigration Law | ! Local Government Law |
| ! Rights of Groups | ! Employment Law |
| ! Pre-Trial Advocacy | ! Trial Advocacy |
| ! Appellate Advocacy | ! Negotiation |
| ! Civil Rights Litigation | ! Women and the Law |
| ! Legislation | ! Environmental Law |
| ! Poverty Law | ! Gender Discrimination |

Hands-On Experience For Credit: These courses and supervised clinical programs focus on skills training for a lawyer's daily work; most involve actual clients. The descriptions below provide a general overview of the courses. For the complete requirements, see the Law School's Registration Materials.

Business Legal Advice Clinic -- A course in which students, under faculty supervision provide legal advice to business clients in the area of employment law. Clients are small/medium size businesses that have been working with USC's Business Expansion Network, a USC outreach program designed to cultivate the entrepreneurial spirit and promote economic development in communities throughout greater Los Angeles. Students work with two or three clients on legal projects that will cover a broad range of employment-related matters. Students advise clients of their legal obligations under federal, state and common law, and assist clients in revising, or developing new, employment policies and practices in order to satisfy these legal obligations. Students deepen their knowledge of employment law and develop client counseling, advice and legal drafting skills. Enrollment is limited to 8-10 students, and Professor Noel Ragsdale supervises the clinic.

Children's Legal Issues Clinic -- This year-long seminar allows students, under faculty supervision, to represent children and their interests in the courtroom. Cases include guardianships for abused and neglected children or for children of single parents with AIDS; also, school disciplinary hearings, and special education entitlements for children with physical or emotional disabilities.

The casework follows an eight-week seminar the first semester, in which students are introduced to advocacy skills and substantive law in specific types of cases. Students receive a total of six ungraded (CR/69/65) units of credit during the two-semester course. Enrollment is limited to six students.

Family Violence Clinic -- Students in the Family Violence Clinic represent domestic violence, sexual assault and stalking victims, with respect to a variety of legal issues. The Clinic is one of the few in Los Angeles County that provides direct representation to victims seeking civil restraining orders and other relief, such as child custody, pursuant to the Domestic Violence Prevention Act. Students are certified by the California State Bar to appear in court on behalf of clients at these hearings. Cases in which the student provides direct representation provide the opportunity to prepare court documents, present oral argument in court, examine witnesses, conduct discovery and acquire other litigation skills under the close supervision of an attorney. Students also assist clients who are representing themselves in pro per in restraining order cases, as well as clients who are navigating the criminal justice, family law and immigration systems.

Students are also involved in non-litigation projects, based on the student's interests. Such projects include proposing, commenting on and analyzing legislation, and working with law enforcement to address problems faced by Clinic clients. Clinic students learn substantive law concerning restraining orders, child custody and visitation, criminal law, immigration law and other relevant areas. Additionally, students receive training in trial skills, ethics, client representation, witness preparation and other areas.

Students must spend at least 3 hours in the Clinic per week during designated office hours, to be determined based on student schedules, but preferably one morning per week for each student. Students will only meet as a group a few times during the semester, at the designated time on the course schedule. Students will also meet with their supervising attorney on an individual basis once per week for approximately one-half of an hour, at a mutually convenient time for the student and attorney. The Clinic is located near County-USC Hospital, approximately a 15-minute drive from the main campus. Shuttles between the campus and County Hospital are available, and there is free parking directly behind the Clinic offices.

Enrollment in the clinic will be limited to eight students, and students must also be enrolled in or have previously taken Professor Tom Lyon's Family Violence Seminar. Students may take Professor Lyon's seminar in the Fall and enroll in the clinic in the Spring. Students have the option to take the clinic for a grade or CR/69/65. There will be no final exam in the clinic. The Clinic is a 3 unit course and the seminar is a 3 or 4 unit course.

If you have questions regarding the Clinic, please contact Prof. Stacey Turner at (213) 740-3199 or staceyt@law.usc.edu, or contact the current Clinic interns at fvclinic@law.usc.edu.

Immigration Clinic -- Immigration Clinic students represent clients before the Immigration & Naturalization Service (INS), the Immigration Court, and certain law enforcement agencies. Student representation is provided pursuant to INS and Justice Department student practice rules under the supervision of Professor Frenzen. The Immigration Clinic provides representation to clients in a variety of different types of cases including applications for relief under the Violence Against Women Act (VAWA), asylum, and applications for relief from removal/deportation. Client availability, INS and Immigration Court

logistics, and, to the extent possible, the individual student's area of interest, will determine the type and number of cases on which the student will work. Client referral relationships exist between the Clinic and the following organizations: the Coalition to Abolish Slavery & Trafficking (CAST) <www.trafficked-women.org>, The Program for Torture Victims <www.programfortorturevictims.org>, Public Counsel <www.publiccounsel.org>, and the L.A. Gay and Lesbian Center <www.laglc.org>. Some of the Clinic's clients are held in detention in one of the two main INS detention facilities in the Los Angeles area, the Mira Loma Detention Center (an L.A. County Jail) in Lancaster and the San Pedro Service Processing Center on Terminal Island. Some Clinic students will need to travel to one or both of these detention facilities. Clinic students may also need to meet clients off-campus. The Clinic meets in a classroom setting once per week. The classroom component of the Clinic will provide students with an understanding of the relevant substantive law and with the skills necessary to represent a client. In addition to the weekly class, Clinic students will need to commit approximately 16 to 20 hours per week to client work. The Clinic is graded on a CR/69/65 basis. There is no final examination. There are no course prerequisites, though interested students may wish to consider taking Immigration Law and/or the Family Violence seminar. Enrollment is limited to eight students. Feel free to contact Professor Frenzen prior to registration if you have additional questions about the Clinic.

Post-Conviction Justice Project -- This course examines the procedural and substantive rights of state and federal prisoners. Students also provide legal assistance, under the supervision of Professors Brennan, Hempel and Meyer and experienced student supervisors, to prisoners at Terminal Island Federal Correctional Institution, The California Institution for Women at Frontera, and a few other facilities. Class sessions focus on the students' cases and the problems that concern prisoners. The students also develop advocacy and writing skills through a combination of classroom exercises and field work.

Permission of the instructors is required prior to registration for this year-long course. Enrollment is generally limited to second-year students. The seminar portion of the course, offered only in the fall, meets two hours per week. The course is graded CR/69/65 in the fall semester and students may continue to take the course CR/69/65 in the Spring, or may opt to receive graded units. Students receive five units of credit per semester.

Clinical Internship -- A clinical internship is a law office field placement in which a student receives academic credit for working under the supervision of a staff attorney, performing legal work, in a pre-approved government or public interest non-profit organization. Such an internship is an excellent way to develop professional skills, learn about a particular area of law, become familiar with career alternatives, begin networking in the public service community and gain valuable contacts (interns receiving credit cannot receive wages or cash payment of any kind).

Depending on the placement, interns will research and draft memoranda, motions or briefs, interview clients, prepare cases, do factual investigations and make court appearances. Examples of possible internships include: Legal Aid Foundation of Los Angeles, Public Counsel, Inner City Law Center, Los Angeles County Public Defender's Office, Los Angeles County District Attorney's Office, U.S. Attorney's Office, and AIDS Service Center to name a few.

A complete listing of pre-approved placements as well as everything else one needs to know about internships is available in a comprehensive *Clinical Internship Handbook*; the handbook can be found on the Career Services web site and copies are available in the Career Services Student Resource Center. In addition, important information including student evaluations of each placement is also available in the Career Services Student Resource Center.

Judicial Externship -- A judicial externship is a position for which you can receive academic credit for working for a state or federal court judge. Externing is an excellent way to get intensive research and writing experience, as well as develop legal analysis skills, gain exposure to adversarial practice and witness the decision-making process from a perspective not otherwise available. Judicial externs act as an aid to the judge, with duties similar to that of the judge's law clerk. Most externs engage in research, recommend dispositions of pending matters, draft opinions and observe various legal proceedings.

Such an experience is potentially relevant to any career goal, but students may want to think strategically about which court best suits their career goals. For example, the student who knows she is interested in civil rights may want to consider federal district court; others should not overlook the bankruptcy courts given the high volume of low-income people who seek relief via bankruptcy. A complete listing of judges who have accepted USC law students in the past, as well as all other information about externships, is available in a comprehensive *Judicial Externship Handbook*; the handbook can be found on the Career Services web site and copies are available in the Career Services Student Resource Center. Additional information, including student evaluations of judges, is also available in the Career Services Student Resource Center.

STUDENT ORGANIZATIONS

The following Law School organizations provide public service opportunities such as volunteer programs, fundraising, and social and academic programs. These groups can also provide a great chance to get acquainted with people who have similar interests and experiences.

- American Bar Association, Law Student Division
- American Civil Liberties Union
- Asian Pacific American Law Student Association
- Black Law Students Association
- Christian Legal Society
- Criminal Law Society
- Environmental Law Society
- Federalist Society
- Gay and Lesbian Law Union
- Health Law Society
- International Law Society
- Islamic Legal Society
- Jewish Law Students Association
- La Raza Law Student Association
- Middle Eastern South Asian Law Association
- National Lawyers Guild
- Native American Law Students Association
- Phi Alpha Delta
- Phi Delta Phi
- Pacific Rim Law Society
- Public Interest Law Foundation
- Round Table Society
- Street Law Society
- Student Bar Association
- Women's Law Association

BEYOND THE LAW SCHOOL

Courses offered at the Law School will naturally constitute the majority of a law student's course study. There are, however, many graduate level classes offered at other schools on the University campus which can be relevant to preparation for public service law. Students may receive up to twelve units of credit for such classes taken outside the Law School. The following are just a few examples; further options may be found in the USC Course Catalogue. Additionally, speaking Spanish or another foreign language can be a vital skill in many public service settings. Students may receive credit for certain upper division and graduate language courses.

- (ANSC 581) Communications: Media in Social Services: Design and Evaluation of Campaigns
- (ENGL 504) English: Theories of Race, Class, and Gender
- (IR 547) International Relations: Political Economy of Global Space and Environment
- (REL 568) Religious Studies: The Rights of Groups

Students will receive one less unit of credit than that listed in the Catalogue for courses offered outside the Law School and must receive a grade of B or above to receive credit. See the Registrar for more information.

Dual degree programs can also be of value for the student interested in public service. The Master of Social Work, Master of Public Administration and Master of Communications are options for students interested in these fields.

In addition to established dual degree programs, law students may enroll in graduate courses to complete the requirements for the Graduate Certificate in the Program for the Study of Women and Men in Society (SWMS). The SWMS Program is multi-disciplinary and explores the changing roles, functions, and images of women and men throughout history.

VOLUNTEER OPPORTUNITIES

Legal Volunteering: Volunteer opportunities offer an excellent means by which to break into public service. The Directory of Public Service Organizations (Appendix C) lists over one hundred organizations that have indicated a need for volunteers. In addition, the Law School's Public Interest Law Foundation (PILF) regularly offers on-campus speakers from local organizations that need student volunteers. Every semester, PILF offers several training opportunities to help prepare students for their work at various offices.

A few hours a week, or even a few hours a month, while you are in law school may lead to full-time employment in the future. The professional and personal rewards are definitely worth the effort. See Chapter Four, "How Can I Get a Job In Public Service Law Later?" for further discussion of volunteer work.

Non-Legal Volunteer Opportunities: Some students may wish to volunteer but would also like a break from the daily diet of law. There are numerous opportunities available for other types of volunteer work. Visit the USC Student Volunteer Center, Topping Hall, Room 101A, or call 213-740-9116 for more information.

SUMMER EMPLOYMENT

A summer clerkship is an excellent way to get a taste of public service law. Many public service and government offices welcome summer law clerks and have excellent training and supervisory programs. Students may need to find funding from outside sources, however, as many of these organizations do not have the financial resources to fund a summer clerk position.

The Public Interest Law Foundation (PILF) was established by Law School students to provide one such source of funding. PILF is supported financially by law students, members of the faculty and administration, and generous contributions from Law School alumni/ae. Based on the amount of funds raised each year, PILF awards a number of summer grants to law students to allow them to work for agencies that would not otherwise be able to afford their services.

See Chapter 5, "What About the Bills?" for more information about PILF grants.

How Can I Get a Job In Public Service Law Later?

The strategies for finding public service employment can differ significantly from those used to obtain a position in a private firm. This is due to many factors. Because they do not have the high volume hiring needs and financial resources of the larger private law firms, public service organizations (PSOs) do not ordinarily conduct on-campus interviews, nor can they provide transportation for interested out-of-town applicants who would like an interview.

Another unique characteristic of procuring a public service job is the irregular timing of the recruiting process. Summer public service law clerks are generally hired in the spring, not fall, but there has been a recent trend among some organizations to interview and make many of their decisions during the winter break. Permanent positions are filled when budgetary constraints permit rather than on a set time-table. There are exceptions to this, of course, especially with larger organizations and government offices. One example is the application process for post-graduate fellowships, which can occur throughout the year prior to graduation.

Though prospective employment may not be immediately in sight, opportunities do exist for the determined job seeker. In such circumstances, patience and perseverance are a student's best prospects for success. These, combined with the strategies discussed in this chapter, will result in gainful and gratifying employment -- as you will find out!

FINDING A PUBLIC SERVICE POSITION

There are several avenues to follow to find public service employment. The first, and by far the most effective, is by networking with people who work in public service. Do not panic if you personally know few people, or none at all. Methods to expand your sphere of contacts are discussed below under "Networking."

A second resource is the annual Public Interest Career Day, held at the UCLA School of Law in late January or early February. The all-day event features numerous panels and discussions with practicing public service attorneys who can answer your questions and provide you with their views of the field. In addition, many state and local organizations send representatives to tend information tables and conduct interviews. Watch for announcements regarding this important event and make every effort to attend.

Third, you may wish to conduct a mail campaign, soliciting employment with organizations of interest. Note, however, that generic mass mailings rarely elicit an offer to interview with a PSO. In fact, one organization summarily disposes of all such resumes. Your letters and resumes to PSOs must be tailored to reflect your interest in that particular organization.

Because of the time and effort needed to research each organization and write a suitable resume and cover letter, your search must be streamlined. A search can be limited either geographically (e.g., Southern California) or by area of practice (e.g., disability advocacy or family law). Once you have narrowed your field, you can locate the names of public service or government offices using the various resources listed in Appendix E: *Bibliography of Public Service Resources*. If your regional focus is Los Angeles, Orange County, or the Inland Empire, you may refer to the Directory of Public Service Organizations (Appendix

C). For more information on organizing your mail campaign, please see “Contact by Mail” below.

The Internet and Your Job Search

With the growing popularity of the Internet, many job seekers find that it is a useful tool for locating organizations of interest and finding out more about them. Also, e-mail, is a wonderful way to exchange questions and ideas with members of the public service community once initial contact has been established.

The following is a list of web sites you may find useful to identify agencies in which you are interested. While most employment-related sites focus on permanent positions, even those seeking volunteer opportunities may find useful background information about organizations of interest. Please note that due to the ever-changing nature of the Web, many of these sites may change.

Public Service Law Network

- www.PSLawNet.org
- Lists thousands of volunteer opportunities, internships, summer grant and fellowships available in the public service sector. The database is searchable by subject matter, type of position and location.

Harvard Law School Office of Public Interest Advising

- www.law.harvard.edu/students/opia
- An excellent resource for your public service job search. It includes links to other sites and organizations, as well as on-line versions of a number of Harvard Law School publications regarding various public service specialties.

Equal Justice Works (formerly the National Association of Public Interest Law)

- www.napil.org
- This site includes information on job fairs, fellowships, financing a public interest education and career, and other public interest sites.

University of Michigan Law School Public Service JobNet

- www.law.umich.edu/_Jobnet/main.asp
- This on-line database is easily searchable by such variables as location, practice area, job type and others.

USA Jobs

- www.usajobs.opm.gov
- This site lists all of the federal positions that are approved by the Office of Personnel Management. While not every federal position is listed (many are on the individual agencies’ sites), it is an excellent starting resource for those interested in permanent employment in a government position.

Idealist.org

- www.idealists.org
- This sites contains information about a large number of public interest groups and nonprofits. Many of the organizations listed maintain employment information on their individual websites.

National Fair Housing Advocate

- www.fairhousing.com/resources/jobs.htm
- This site lists positions for housing advocates and attorneys worldwide.

Public Interest Clearinghouse Directory of California and Nevada Legal Services Programs

- www.pic.org/resx/direclsp.htm
- This frequently updated site lists a large number of organizations, their websites and addresses.

Trial Lawyers for Public Justice Database for Public Interest Advocates

- www.tlpj.org/search.cfm
- This site lets you search a national database of over 2000 lawyer's associations, law schools and public interest groups. It gives organization names, addresses, phone numbers and websites where applicable.

Pine Tree Legal Assistance

- www.ptla.org/links.htm#lawschool
- This site is home to a list of public service organizations categorized by state.

Southwestern School of Law Public Law Guide

- <http://www.swlaw.edu/cocurricular/pubintguide.htm>
- This site contains links to a fairly comprehensive list of Public Interest Law Organizations in California and to an introduction to fellowships.

California Domestic Violence Resource Directory

- www.safenetwork.net/rd/si000015.htm
- This site provides links to a large list of organizations all across California. The main focus is on domestic violence organizations.

Los Angeles Law Library

- lalaw.lib.ca.us/free.html#special
- This site provides a list of legal aid and special interest legal aid groups broken down by practice area and location.

Searches using key terms are another excellent way to find information on the Web. Just use any of the available search engines and terms such as “public interest,” “nonprofit,” “employment,” “volunteer” and “legal” (as well as those related to your own fields of interest). It requires some patience, but can be a wonderful resource.

NETWORKING

Many public service positions are filled through recommendations from colleagues rather than advertisement or receipt of unsolicited resumes. The more long-term contacts you maintain in public service law, the greater your chances of finding employment. Networking is a process that takes some time and energy, but definitely reaps positive results, so long as you leave a positive

impression. Weak commitment and a bad impression left with an employer, no matter how brief the interaction, may prevent you from landing a job.

As you make new contacts within public interest organizations or government agencies, you will become familiar with the staff and the operation of the office. In turn, they will also become more familiar with you. There are many networking options available to you, including volunteer positions, internships, summer employment contacts, faculty and alumni/ae contacts, Law School workshops and brown-bag lunches, mentor programs, and informational interviews.

Volunteering

If you have never worked in public service, your first step is to volunteer. This is a great way to gain contacts and experience. If you have no idea where to serve, check The Directory of Public Service Organizations (Appendix C), which lists over 100 organizations that welcome your help. Attorneys have a great memory for people who have effectively assisted them, particularly those who have worked for no salary!

Flexibility: Another plus to volunteering is that with so many opportunities available, you can choose organizations or projects that interest you and fit your schedule. If you think that you have no time to volunteer, think again. Many organizations require minimal time commitments, such as four hours a month. Of course, the greater the time commitment, the more experience and knowledge you will gain. Further, PSOs generally give the more interesting and challenging assignments to those who work on a weekly basis. Keep in mind, however, that *a volunteer job is still a job*. Be reliable and take your work seriously. Remember, both positive and negative information about staff performance travels in the legal community.

Resume Value: Your resume can be greatly enhanced by volunteering as it is not necessary to differentiate paid positions from unpaid ones. For example, if you volunteer for just one organization per year, by the time you graduate you will have three positions to list under "Experience" -- and that excludes summer employment.

If you are unsure whether you wish to pursue a public service career, a volunteer position can be a simple, low-pressure way to test the water. Should you ultimately decide to go the private firm route, student volunteer activities will be of benefit to you because private firms also desire people with varied legal experience. You can then continue your pro bono activities throughout your career.

Personal Fulfillment: Simply put, volunteering makes you feel good! It's a wonderful change of pace from dog-eared textbooks and discussions of legal theory. Lending needed assistance can rejuvenate your enthusiasm for law.

If you are dissatisfied with your volunteer experience, try another organization or specialty. PSOs vary greatly in their structure and practice. There is one that suits you. The most important thing to remember about volunteering is to just get out there and do it!

Internships

An offshoot of volunteering is the Law School's internship program for academic credit. Detailed in the previous chapter, internships are the middle ground between paid employment and a volunteer position. You work for no pay, but you gain more than just satisfaction - you earn course credit, too. You also make important contacts for future employment opportunities.

Internships require as little time commitment as four hours or as much as sixteen hours per week. Again, the level of the work will likely depend on your time commitment. Keep in mind that selection criteria for law interns may be stricter than for someone who simply volunteers. Also, the Law School's formal academic credit program places additional requirements on the intern in order to receive credit.

For more information, contact the Career Services Office.

Summer Employment

Law students who wish to pursue public service work as a permanent career should not overlook public service contacts during summer employment. These can prove invaluable because a summer clerkship is the ideal time to demonstrate commitment to public service as well as knowledge and skill in handling legal matters. The information presented throughout this chapter is equally applicable to both types of employment.

Informational Interviews

If your target PSO is not currently hiring, you may wish to set up an informational interview. The purpose of this interview is not to obtain employment but rather to glean information about a particular field of practice or about the organization in general.

As you are the interviewer in this setting, come prepared with a general knowledge of the subject you plan to discuss and some prepared questions. People in public service are very busy, so be aware of the time. Limit your discussion to twenty to thirty minutes unless the interviewer indicates a willingness to extend the discussion.

Attempt to obtain the names of several people who work in the field of public service in which you are interested. People in the public service field are familiar with other organizations' work, and most established attorneys are willing to give a new attorney or law student some assistance.

Bring your resume for the attorney to review and critique. Again, do not attempt to solicit employment. If you can establish a rapport of mutual respect, an offer may come your way in the future. At the interview and in a subsequent letter, express your appreciation to the attorney for taking time to meet with you. This contact and the additional names you obtain will be valuable to you for future networking.

Other Networking Opportunities

Faculty and Alumni/ae: USC Law faculty and alumni/ae can be valuable contacts for networking. The faculty and staff listed in Appendix A and the alumni/ae in Appendix B are available to talk to students about their experiences. Call them to set up a telephone or personal interview. With the faculty, you may also simply stop by their office or check with their secretary to set up an appointment. As in all networking, try to obtain additional contact names and, of course, follow up with a note of thanks.

LawSchool Activities: Be sure to attend public service workshops and brown bag meetings held during lunch-time at the Law School. Sponsored by the Career Services Office and student organizations, they provide opportunities to hear from PSO attorneys about their legal experiences. Consider writing a note of appreciation to them following the meeting and ask to arrange for an informational meeting. Another public service contact made!

Mentor Programs: Many local organizations sponsor mentor programs to connect law students and new attorneys with established legal practitioners. Contact the Los Angeles County Bar Association for information regarding local Bar associations that sponsor such programs. Remember, however, that these contacts provide an opportunity to gather information and establish connections, not gain employment.

Final Thoughts on Networking

If you network wisely, employment opportunities will come your way. To enhance the effectiveness of your networking activities consider the following suggestions:

- ! Respect the time constraints of busy PSO attorneys.
- ! Keep in touch in unobtrusive ways, such as sending updated resumes.
- ! Express appreciation for any assistance.
- ! Be willing to network for the benefit of others.

CONTACT BY MAIL

In conjunction with your networking strategy, you may wish to conduct a targeted mail campaign. This can be an effective strategy when a PSO is not conducting on-campus interviews and you can find no one to bridge your contact with an organization. Below are the steps to follow when you contact a PSO by mail.

Keep in mind that public service organizations often do not have sufficient staff to reply quickly (or at all) to letters of interest. Further, even when there is a staff vacancy, budgetary constraints may limit hiring ability. Landing a public service job therefore takes initiative, determination, and diplomacy on your part. You must make your name recognizable to your target employer without making it synonymous with the word "pest."

Initial Contact

It is *not* advisable for you to begin this task by mailing out a standard form letter which begins "Dear Hiring Partner" or "Dear Sir." A mailing to a PSO should be personal in nature, both in relating who you are as a person and why you are interested in the organization.

Whenever possible, obtain the name and the correct spelling of the person to whom you will send your cover letter and resume. Call the organization for this information if necessary. If you cannot ascertain who handles employment solicitations, you may begin the letter "Dear Hiring Coordinator/Managing Attorney." Your correspondence must, of course, be free of typos, misspellings, and grammatical errors. Your cover letter and resume should be printed on the same type of stationery in a suitable color such as cream, white, or grey. Sample resumes and cover letters for 1Ls, 2Ls, and 3Ls can be found in Appendix F of this guide, and others are available on the career services web site and in the Career Services Student Resource Center. General information on resumes and cover letters is also included in the "First Year Job Search Handbook," available to all first year students through the Career Services Office.

Cover Letters and Resumes

The cover letter and resume you direct to a public service employer will be different in scope than one directed to a private firm. PSOs tend to consider a wider range of what an applicant can bring to the organization than do private firms. Thus, it is important before writing (or revising) your resume and cover letter to give some thought to your life experience as a whole. Skills developed through your hobbies or special interests may lend themselves well to a PSO, particularly an ability to speak another language.

Cover Letters

The purpose of the cover letter is to introduce yourself to the employer while emphasizing your commitment to public service. In addition to basic information about yourself and what type of position in which you are interested, include experiences that have influenced your decision to pursue public service law. If your experience has been primarily in the private sector, this is your opportunity to explain and emphasize your commitment to public service work.

Perhaps most importantly, the cover letter is your opportunity to demonstrate your interest in the organization and its cause. Tailor your letter to the position you are seeking. Emphasis should be on why you chose the organization and what skills or experiences you have which lend themselves to the organization's purpose. In doing so, you may wish to reference facts and feelings regarding your life experiences, events and influential mentors. This will allow the employer to learn more about you as a person, as well as your background. Effective use of your cover letter to highlight relevant experience can provide the extra something needed to receive the important invitation to interview.

Be certain to mention in your cover letter the contact person who referred you to the organization. You may also want to mention that person's affiliation with the PSO and his or her current position. The recommendation of a colleague will often carry more weight than an unsolicited resume, regardless of the applicant's experience.

Finally, state in your cover letter that you will be calling the employer to set up an interview. If the PSO's location is out of the area, let the employer know which days you can be in town to speak with the person responsible for hiring.

Resumes

PSOs care about commitment to and involvement in public service. Responsibilities you have in volunteer or community organizations may be similar to those found in public service work. For instance, Sample Resume No. 3, found in Appendix F, indicates that the individual worked for Reach for Ohio, a nonprofit education organization. In particular, the research and communication skills needed to address the educational needs of disadvantaged youth would be valued by many PSOs. It does not matter whether this experience came in a legal or non-legal context. All experience that demonstrates a commitment to public service and/or a high level of responsibility is valuable.

Also include on your resume hobbies and activities that have "human interest" appeal. Sample Resume No. 2, also found in Appendix F, lists an article that the student has published. This may pique a reader's interest, because it is somewhat unique. Paint a complete picture of yourself as a human being, and your attractiveness to the PSO increases.

Enlist the aid of friends or advisors as you determine which of your interests and experiences best suit the organization to which you are applying. Finally, be sure to discuss your resume with a Career Services Counselor.

Initial Follow-Up

Two weeks after you have sent your first mailing, follow up with a telephone call to the PSO if you have not yet heard from the organization. You may inquire as to whether your letter and resume were received and if they need any additional information. If you cannot speak to your contact person, leave a message and call back in two weeks if your call has not been returned. The people in charge of hiring are often the people with heavy client case loads, so be patient and persistent.

Letter of Confirmation

After you have set up an interview date, if there is sufficient mail time, send a letter of confirmation to the employer. Thank the hiring coordinator for speaking with you and state the date and time of the interview.

INTERVIEWS

Prior to the interview, it is important that you accomplish three tasks. First, familiarize yourself with the organization, its policies, areas of practice, previous and current case work, and internal structure. This research can be done by reading the organization's literature in the Career Services Office files, contacting people who have worked for the PSO, using Martindale-Hubbell or Westlaw's Directory of Attorneys, and by doing a Lexis-Nexis search by the PSO's name. Also, learn as much as possible about the person with whom you will meet.

The second task is similar to one you accomplished when you prepared your resume -- self-assessment. Think again about your own goals, values, and accomplishments. Determine which of these will best serve the targeted employer. Practice articulating your own personal strengths in relation to the PSO's policies and practices. Be prepared to explain confidently and non-defensively any weaknesses.

The last task is to discover, if possible, the form the interview will take. Will there be just one interviewer or a panel? Are there standard hypotheticals presented or questions asked of all interviewees? The better prepared you are for your interview, the more composed and confident you will appear.

Employment at a public service organization is not a toe-in-the-water sort of experience. It is unlikely, for instance, that you will spend your first year or so cloistered in a library doing research. It is more likely that you will immediately contact clients, participate in staff meetings and appear in court on behalf of your organization. Because of this total and immediate immersion, public service organizations place great emphasis on a potential employee's personal characteristics. The interview is, so to speak, a sink-or-swim proposition. (See the list of key questions to be prepared to answer and ask at an interview, available in the Career Services Student Resource Center.)

Confidence and enthusiasm, both about yourself and the PSO, are essential traits to convey. During the interview state your interest in the organization and why you are uniquely qualified to make a positive contribution to the organization. Be prepared to discuss everything on your resume as well as your future goals. Unlike most interviews with private firms, discussion of social issues and concerns are generally welcome by a PSO, so feel free to express your opinions if asked.

The day of the interview, you will likely be nervous. Do not worry about it; interviewers expect to see some anxiety. Try, however, to channel the anxiety into enthusiasm and express that in the interview. As with a private firm interview, dress in business attire. Though a suit may not be standard office wear for a particular PSO, you will make a significantly better impression if you wear one to the interview. Bring to

the interview extra copies of your resume, a writing sample, and your list of references. If the job is for a federal government agency also bring a completed SF-171. This form is available in the Career Services Office.

Telephone Interviews

If your target PSO is out of the area and you cannot afford the travel costs, do not give up. Many PSOs will accommodate such students by conducting telephone interviews. The discussion format is similar to a face-to-face interview. You may talk to one person or several via a speaker phone.

Remember that if you participate in such an interview, your voice must convey the entire picture. Speak clearly and with enthusiasm. Listen carefully to the questions and for any hesitancy or uncertainty in the interviewer's voice. Volunteer to clarify any information that you suspect is unclear.

On-Going Follow-Up

After your interview it is essential to be politely persistent and maintain contact with the target organization. Begin with a thank you note to your interviewer. Include any material that may have been requested during the interview, such as a transcript. A telephone call by one of your professors or someone known in the organization is another good follow-up strategy.

If the PSO declines to hire you, send them a letter indicating an ongoing interest in their organization. Thereafter send them all resume updates as well as changes in your references. Keep your name in the forefront of the employer's mind and your chances for future job offers multiply. If nothing comes up in that particular organization, the employer may mention you as a candidate for a position in another organization.

Conclusion

A public service job search can be more labor intensive and time consuming than one in the private sector. The extent to which you are willing to expend time and effort to obtain employment reflects your level of commitment to public service. There are many thousands of individuals each day whose meritorious legal claims go unanswered. It takes people such as yourself, who are willing to go the extra mile, to rectify this injustice. The sincere gratitude you will receive when you successfully represent an indigent client or a young child will make all of your efforts worthwhile. So, take heart and persevere in your job search. You have skills and compassion, and there is an organization out there with clients who need both.

WHAT ABOUT THE BILLS?

Attorneys who work in public service and government offices generally earn a lower salary than do those in private firms. This does not mean that you are doomed to a dreary, spartan future of self-denial, however, and should not stop you from pursuing your public service career goals.

Starting salaries for public service attorneys range from approximately \$20,000 to \$38,000, with government attorneys earning about \$10,000 per year above this. Attorneys working for five years or more can expect to earn as much as \$50,000 or more per year. Although you may never own a luxury car or live in Bel Air on a public service salary, you will be able to drive a respectable car and live in a decent home. Further, you will have the time to enjoy life and feel good about your chosen career path.

PILF SUMMER GRANTS

Each year, the Public Interest Law Foundation (PILF) awards a number of grants to students who choose to work at public service organizations. A grant for \$4,500 is awarded for a student's first summer, while \$5,500 is awarded for a second summer of work in public interest law. Grant recipients are required to work full-time for ten weeks. The grants are intended to allow students to gain experience in Public Service Law without having to worry about finding a second summer job in order to pay their expenses.

Because the grants are awarded for work with a specific organization (part of the application package is a letter of demonstrated commitment from the supervising attorney at the organization), it is advisable to start laying groundwork for the summer as early as possible. Many students start the search over Winter Break.

Applications are available from PILF in the spring, and students are generally notified in mid- to late-April of the recipients.

POST-GRADUATE FELLOWSHIPS AND GRANTS

Many organizations included in the Directory of Public Service Organizations (Appendix C) indicate they would happily offer full-time employment to law graduates who bring their own funding. Receipt of a fellowship or grant can therefore provide the important entree into the field of public service.

WHAT IS A FELLOWSHIP?

Fellowships are full-time post-graduate programs, typically with one- or two-year commitments, in conjunction with a nonprofit host organization, that launch effective, creative public service projects. You may apply as a third year law student, a recent graduate, or an experienced attorney.

Fellowship opportunities vary widely. For example, some fellowship applications require that the applicant propose a specific project that he or she will pursue while with the host organization, while other fellowships will fund the individual without the need to propose a project at the application stage. In addition, some fellowships will fund only the applicant's salary while others fund an entire project, covering expenses such as office rent and publicity. The following are just a few examples of the many fellowships

for which students and graduates can apply:

Equal Justice Works (formerly NAPIL) Fellowships

- www.napil.org/MAINNFEJ-FM.html
- These two-year fellowships provide salary of \$37,500 and loan repayment assistance, a national training program and other forms of support and assistance to public interest lawyers who, working in conjunction with host nonprofit organizations, launch projects that serve low-income and other needy communities. Applications are available online.

Environmental Law Institute Fellowship

- www.eli.org/research/lawfellows.htm
- Law Fellows work on a wide range of environmental issues, both international and domestic. They staff a variety of projects throughout the one year fellowship, including research and writing, participation in conferences, drafting legislation, and writing policy papers. The fellowship is designed to facilitate young lawyers to launch careers in the environment and to bring fresh, enthusiastic perspectives to projects at ELI..

Irmas Fellowship

- The Irmas Fellowship is a postgraduate fellowship honoring Sydney and Audrey Irmas. The fellowship was created through the generous contribution from Mr. and Mrs. Irmas and the Public Interest Law Foundation to assist recent USC Law School graduates beginning careers in public interest. The award is for one year and provides \$37,500 to the recipient. More information and applications are available in the Career Services Office.

New Voices Fellowships

- www.newvoices.aed.org
- This fellowship program is designed to help students or graduates initiate a career in one of the sponsored program areas and develop the leadership and management skills needed to become a new and effective voice within that organization. During the two year program, New Voices grants to the organization cover the fellow's full salary and benefits for the first year and 75 percent of salary and 75 percent of benefits for the second year.

Pacific Legal Foundation Fellowships

- www.pacificlegal.org/miscell/fellow.htm
- Participants in this program will receive concentrated litigation and writing experience in the areas of the Foundation's legal practice. The Foundation promotes the principles of free enterprise, private property, limited government and freedom of the individual. Fellowships can be for one or two years and pay between \$40,000 and \$52,000 per year.

Reporters Committee for Freedom of the Press Fellowship Program

- www.rcfp.org/interns.html
- The Reporters Committee is a voluntary, unincorporated association of reporters and editors, dedicated to protecting the First Amendment interests of the news media. Law fellows will monitor significant developments in media law, assist with responding to legal defense requests from

reporters, prepare legal memoranda, and handle other special projects. In addition, fellows will write for the Committee's publications, the quarterly magazine *The News Media & The Law*, and the bi-weekly newsletter, *News Media Update*. Fellowships last for one year, with a stipend of \$30,000, plus fully-paid health benefits.

Skadden Fellowships

- www.skadden.com/sitePage.ihtml?URL=communityFellowship.ihtml
- Fellowships are awarded to graduating law students and outgoing judicial clerks who create a project that will increase and improve the legal services available to the less fortunate in our society. Fellowships are awarded for one year, with the expectation of renewal for a second year. Skadden provides each Fellow with a salary of \$37,500 and pays all fringe benefits to which an employee of the sponsoring organization would be entitled.

Soros Foundation Fellowships

- www.soros.org/usprograms/fellowships.htm
- A number of varied fellowships are available for students and recent graduates who wish to use their education and professional skills for public interest projects.

U.S. Department of Justice, Office of the Solicitor General - Bristow Fellowship

- www.usdoj.gov/osg/opportunities/bristapp.html
- Bristow Fellows help draft briefs in opposition to certiorari filed against the government in the Supreme Court of the United States and prepare recommendations to the Solicitor General regarding authorization of government appeals in the lower courts. The Fellows also assist staff lawyers in preparing petitions for certiorari and briefs on the merits in Supreme Court cases, work on special projects, and assist the Solicitor General and other lawyers in the office in the preparation of oral arguments in the Supreme Court. In recent years, four Bristow fellows have been selected each year and paid at the GS-12 level.

HOW DOES A FELLOWSHIP FURTHER MY CAREER GOALS?

Many public service organizations indicate that they can offer post-graduation employment to law graduates who bring their own funding. Receipt of a fellowship or grant can therefore provide the important entree into the field of public service. The rewards of a fellowship are tremendous. Fellows are able to use their legal skills to effect positive change for disadvantaged populations and/or society in general. A fellowship is an impressive credential that is valued by future employers. A fellowship allows you to demonstrate your initiative, legal skills, and commitment to public interest law.

WHEN SHOULD I APPLY?

Each fellowship has its own application process and deadlines. It is important to research fellowship opportunities thoroughly and follow the specific application instructions carefully. Because many fellowship applications are due early in the third year of law school, students are encouraged to start researching fellowships during their second year of law school.

WHERE CAN I FIND FELLOWSHIP INFORMATION?

A primary source of listings for full-time, post-J.D. fellowships is the PSLawNet Fellowship Guide, which is available for review in the CSO. Students are also encouraged to visit PSLawNet's web site (www.pslawnet.org), where they can conduct a search for fellowship information. The more well-known fellowships (Equal Justice Works, Skadden, Fried Frank/NAACP, Fried Frank/MALDEF, etc.) have web sites. For comprehensive information, students are welcome and encouraged to review the current or previous Career Services fellowship binders, where information on many different fellowships is housed. Additional information can be found in Appendix E, "Bibliography of Public Services Resources," under "Fellowships and Grants." Also see The Advocate (Public Interest Clearinghouse), a newsletter that has a fellowship listing in each issue and is available in the Career Services Student Resource Center.

LOAN REPAYMENT ASSISTANCE PROGRAM (LRAP)

To make public service a more manageable option financially, the USC Law School developed the Loan Repayment Assistance Program (LRAP). LRAP can ultimately save a graduate tens of thousands of dollars in loan repayment costs. Below is a description of LRAP furnished by the Director of the Law School's Financial Aid Office. An official Program Description and Application may be obtained from the Career Services Office or the Financial Aid Office, Room 104.

1. INTRODUCTION

Increasing numbers of USC Law School students graduate with large debt burdens due to loans taken to finance their education. This debt accumulation sometimes results in career choices dictated by financial necessity. In an attempt to help those law students who want to obtain employment in low-paying public interest or public service jobs, the Law School implemented the Loan Repayment Assistance Program (LRAP). Under the Program, qualifying graduates are expected to apply a specified percentage of their earnings to their annual obligations for educational loan repayments, and the Law School makes a loan (the "LRAP loan") for the remainder of those obligations. If a graduate works in qualifying employment for a specified period--and receives a salary which is within the qualifying income level--his or her LRAP loan will be forgiven in whole or in part depending on the length of time of LRAP participation.

LRAP has two goals. The first goal is to enable graduates to select their employment without having options precluded due solely to financial difficulty. The second goal of the Program is to encourage Law School graduates to choose public interest or public service employment. The Law School recognizes that the legal community has a responsibility to provide services to people who cannot otherwise afford representation. We hope that LRAP may help to remove an obstacle to providing such assistance.

2. ELIGIBILITY

The rules listed for LRAP eligibility are guidelines for use by the Dean or his or her designee. At the discretion of the Dean, exceptions to these rules may be made based upon a showing of extenuating circumstances or that the exception would promote the overall goals of the program. The availability of funds will also be a significant factor in making such decisions.

To be eligible for LRAP assistance, the graduate must work in qualified employment and have an income below an established level. These restrictions are more fully explained below. In addition, the

graduate's outstanding educational loans must be in good standing at the time of application to the LRAP, and must remain so in order to continue participation and/or deferment.

Graduates are expected to take advantage of any other loan repayment assistance or forgiveness programs for which they might qualify, such as the LRAP available to Equal Justice Works Fellows, or programs offered through individual employers. USC LRAP assistance will be awarded only if there is remaining eligibility after assistance from other programs has been exhausted. Graduates are required to notify the Law School of any other programs from which they are potentially eligible to receive benefits.

A. Qualifying Employment

Only graduates who work in specified jobs will qualify for LRAP. Qualifying positions include full-time, paid positions as attorneys with: (a) a nonprofit organization qualifying for tax exemption under Section 501(c)(3) or 501(c)(4); or (b) a local, state or federal government. Only recent graduates (those with graduation dates in the December or May immediately prior to the year in which they are applying for LRAP assistance) will be eligible to receive LRAP assistance before having been admitted to the relevant state bar. By the following year, if the participant cannot submit verification of bar admission, eligibility for continuing LRAP assistance will be denied.

(1.) Judicial Clerkships. Judicial clerkship positions qualify for participation in LRAP, however, the repayment terms of the LRAP loan differ significantly (see Section 3B(1)). In addition, the maximum qualifying income cut-off is waived for judicial clerks.

A graduate working in a position not listed above may apply for admission into the Program. The Dean or his or her designee will determine the eligibility of these applications. In making this determination, the Dean or his or her designee will evaluate whether the employment in question is consistent with the overall goals of the Program. In addition, this decision will necessarily be based upon the funding available at that time.

B. Qualifying Income Level

To be eligible for LRAP assistance, a graduate must have an annual income* of \$37,500 or less. Graduates with annual income levels which exceed \$37,500 may apply for the program; their eligibility will be determined on a case-by-case basis depending on the nature of their employment, their overall loan burden, the amount their income exceeds \$37,500, and the availability of funds. Judicial clerks are exempt from this qualifying factor.

* Annual income refers to salary plus all other expected sources of income minus any allowable LRAP income adjustments as described in items (2) and (3) below.

(1.) Spouse's Income. Married graduates will be treated as having an income equal to the higher of: (a) the graduate's income; or (b) the average of their respective incomes. (For example, if the graduate's income is \$30,000 and the graduate's spouse earns \$20,000, the graduate's income of \$30,000 will be used in the formula. If the graduate's income is \$30,000 and the spouse earns \$40,000, LRAP will attribute an income of \$35,000 (the average) to the graduate.)

(2.) Dependents' Allowance. In determining annual income, an exemption of \$5,000 for each minor dependent child will be allowed.

(3.) Cost of Living Allowance. In determining annual income, an exemption of \$2,500 will be allowed for graduates working in high-cost major metropolitan areas. These areas include Los Angeles, San Francisco, Chicago, New York, Boston and Washington, D.C.

(4.) Assets. As a general rule, assets do not affect an applicant's eligibility for LRAP assistance. However, the Dean or his or her designee reserves the right to reduce or deny LRAP eligibility on a case by case basis due to significant assets.

C. Calculation of LRAP Assistance

For graduates admitted to LRAP, the Law School will make a loan for the difference between the total annual amount owed by the graduate and what he or she is expected to repay pursuant to the following schedule.

All LRAP participants will be required to provide a minimum annual contribution of \$600.

LRAP participants living in "high-cost" areas:

Graduate's annual contribution is equal to the higher of \$600 or twenty percent (20%) of their annual income above \$20,000.

LRAP participants **not** living in "high-cost" areas:

Graduate's annual contribution is equal to the higher of \$600 or thirty percent (30%) of their annual income above \$20,000.

For example, a qualifying graduate working in Los Angeles, with total educational loans of \$60,000 and a required annual payment of \$9,240, and income of \$32,000 would receive a loan of \$6,840 for that year (\$9,240 - \$2,400 [20% of \$12,000]).

Participants and potential participants should realize that the amount of funds available to support the program is determined on a year-to-year basis and that, should the total financial need of all applicants exceed the funds committed for any given year, participants' loan amounts may be decreased proportionally. For example, in the above illustration, the graduate may receive less than the \$6,840 he or she is otherwise entitled to receive under the current schedule. (See Section 5 below.)

D. Qualifying Loans

Undergraduate, other graduate and law school loans made for educational purposes will be included in determining a graduate's annual educational loan repayment obligation. Educational loans include institutionally approved and certified loans such as Stafford, Perkins, SLS, LSL, LAL, USC and other law school and undergraduate loans. The Dean or his or her designee has discretion to determine whether other kinds of loans not listed above may also be included.

E. Minimum LRAP Eligibility

Graduates must be eligible for a minimum of \$1,000 in LRAP assistance in order to be approved for participation.

3. LOAN FORGIVENESS AND LOAN REPAYMENT

A. Loan Forgiveness Schedule

If a graduate remains eligible and participates in the LRAP program for six years, his or her entire LRAP loan will be forgiven (including principal and interest). If the graduate participates for fewer than six years, his or her LRAP loan may be partially forgiven according to the following schedule:

| Amount of Time in Qualifying Employment and Receiving LRAP Assistance | Percentage of LRAP Loan to be Repaid | Percentage of LRAP Loan Forgiven |
|---|--------------------------------------|----------------------------------|
| Less than Three Years | 100% | 0% |
| Three Years or More But Fewer Than Four | 75% | 25% |
| Four Years or More But Fewer Than Five | 50% | 50% |
| Five Years or More But Fewer Than Six | 25% | 75% |
| Six Years or More | 0% | 100% |

Participants should understand that it is the Law School's Loan Repayment Assistance Program loans which are being forgiven and not the graduate's original educational loans. Therefore, at the end of six years when the graduate reaches the 100% level of forgiveness, he or she will continue to be responsible for payments on educational loans which were set up with ten-year, or longer, repayment schedules. However, if that graduate continues in qualifying employment, he or she can continue to receive LRAP advances.

B. Loan Repayment

Upon leaving qualifying employment, the graduate is obligated to contact the Law School Director of Financial Aid to establish the graduate's repayment schedule. For all LRAP participants other than judicial clerk participants, this schedule (amount of monthly payments and length of time to repay) will be determined based on a minimum monthly payment of \$50 plus interest, and a maximum repayment period of ten years.

The repayment period for balances owing on LRAP loans begins on the occasion of the earliest of the following:

- the date the graduate ceases to be employed in qualifying public interest or judicial clerkship employment; or
- the date the graduate, while continuing to be employed in public interest employment, has an annual income in excess of \$10,000 above the maximum income level set forth in section 2B; or
- the date the graduate fails to provide confirmation and verification information for the prior year's LRAP participation and/or current employment and salary verification for both the graduate and the graduate's spouse, if any; or
- 10 years after graduation from the USC Law School.

The \$10,000 provision provides a grace period for a program participant who would become ineligible for continued program benefits solely because he or she has reached the maximum income level set forth in Section 2B, even though he or she has remained in public interest employment. A graduate whose income is between \$1 and \$10,000 above the maximum income level will assume the remainder of his or her loan payments without LRAP assistance; however, the graduate will not be required to begin repayment of outstanding LRAP loans and interest will not accrue until his or her income level is more than \$10,000 above the maximum income level set forth in Section 2B.

(1.) Judicial Clerks. Judicial clerks leaving the LRAP program will have no grace period or deferment eligibility following their participation. Repayment will begin when the graduate ceases to be employed as a judicial clerk. The graduate will have up to three years to repay the LRAP loan and a minimum monthly payment of \$100 plus interest will be required.

C. Interest

There will be a 7% annual interest charge on LRAP loans once repayment is due. Interest will not be charged when the LRAP participant:

- is receiving LRAP loans;
- continues to be employed in public interest employment and falls within the grace period set forth above.

Once repayment begins, no further grace periods are permitted. In cases of unemployment, or other significant hardship, a forbearance can be requested. If a forbearance is approved, however, interest shall continue to accrue.

4. LRAP APPLICATION AND LOAN DISBURSEMENT PROCEDURES

A. LRAP Application Procedures

Graduates applying for their first year in the Program will not be admitted until they have provided:

- (1.) A completed Loan Repayment Assistance Program Application. All items must be completed fully and accurately.
- (2.) A completed Employer Certification Form. It is the graduate's responsibility to make sure the employer completes and returns the Employer Certification Form to the Law School Financial Aid Office.
- (3.) A list of the applicant's educational debts including all information requested on the attached charts.
- (4.) Documentation from the lender (or servicer) of each educational debt listed by the applicant. This may be a copy of a repayment agreement, copy of a billing statement or a letter from the lender, but it must include the total amount owed, monthly payment amount and month/year repayment is to begin.
- (5.) A signed Authorization for Release of Information form (attached) which will enable the Law School to communicate directly with your lenders regarding your loans, if necessary. Signing this release does not reduce your responsibility in providing the information required in #4, above.
- (6.) A copy of the graduate's and spouse's signed federal income tax return(s) for the most recent calendar year, **including copies of all W-2s**.
- (7.) A current resume complete with biographical and employment data.
- (8.) Documentation (as soon as available) of bar passage and admission to a state bar.
- (9.) Any additional clarification or follow-up documents as requested by the Dean, his or her designee, or the Law School Director of Financial Aid.

All of the above information must be submitted within 30 days of beginning qualifying employment.

Participation in the Program is on a year-to-year basis only; once a graduate has been admitted to LRAP, it is that participant's responsibility to reapply each year for continued assistance. Each year the LRAP participant must provide the information requested in the application procedures. This information will also be used to verify the income and asset projections reported for participation during the previous year. Appropriate adjustments will be made if the actual information provided differs substantially from the initial projections. If it is discovered that information was misreported or that the participant failed to notify the Law School of any changes which might have altered his or her eligibility, that participant will be suspended from participation in the LRAP Program and repayment will begin immediately.

B. Loan Disbursement Procedures

The Law School's Financial Aid Office will distribute LRAP funds. LRAP operates on a fiscal-year basis (October 1 - September 30) and disbursements are made quarterly. Disbursement of the applicant's LRAP loan is made as follows: the participant's entire annual LRAP loan eligibility is divided into four equal payments and disbursed on or about October 1, January 1, April 1, and July 1. LRAP advances are disbursed directly to the participant and it remains the graduate's responsibility to make all loan payments to his or her lenders. LRAP loans are provided for the sole purpose of assisting graduates in making payments on approved educational loans. If a graduate uses LRAP funds for any other purpose, he or she will be suspended from the Program and repayment will begin immediately. If, at the end of the Program year, the graduate has remaining LRAP funds which were not used for loan repayment, those funds must be returned to the Law School immediately.

5. USC LAW SCHOOL'S MAXIMUM ANNUAL FINANCIAL OBLIGATION

Funds to support the LRAP are taken annually from the financial aid budget of the Law School. As a result, the total amount of dollars committed to LRAP will be reviewed annually along with all financial aid budget allocations. Each year the Dean may increase or decrease the amount of dollars available to support LRAP. In the event the financial need of the applicants exceeds the amount available, graduates may receive a reduced pro rata share of the amount they would otherwise qualify for. Participants should also realize that the receipt of funds in any year is not assurance of continued funding or of a particular amount.

Certain elements of the Program will change over time to reflect the impact of inflation as well as our experience with the Program. Regardless of the policies in effect at the time participation in the Program begins, all subsequent revisions will apply to all LRAP participants.

6. MISCELLANEOUS PROVISIONS

A. Leaves From the Program

A Program participant may take a leave from LRAP of up to two years for purposes of child care, other nurturing responsibilities, relocation, further education, or other similar purpose approved by the Dean or his or her designee. During this period, he or she will not be eligible for USC assistance, but repayment of the LRAP loan will not be necessary if the graduate declares in writing an intention to return to the Program within two years. If, however, the participant does not return to the Program within two years of his or her leave from the Program, the LRAP loan will become payable to the extent not forgiven. Upon recommencement of work covered by the LRAP Program, the graduate will become eligible again for LRAP assistance.

B. Time Limits/Deadlines

No graduate may enter the Program later than five years from the date of graduation. Graduates not entering the Program within 30 days of beginning qualifying employment will not receive benefits

retroactively. The first-priority deadline for receipt of LRAP assistance is always September 1st of the year the graduate wishes to begin participation. Applications received after that date will be considered on a funds-available basis only.

C. Deferment of Federal Loans

Loans which are eligible to be deferred under federal regulation will not be included in calculating LRAP eligibility.

D. Questions

Questions or comments about LRAP should be directed to the Law School Director of Financial Aid or the Associate Dean for Student Services.

CONCLUSION

A public service job search is a challenge requiring perseverance and patience. The strategies and resources found in this guidebook can help you find the type of employment that will both inspire and satisfy you. Begin now to map out your strategies and take one step toward your goal, such as talking to a professor or serving as a part-time volunteer. Above all, remain true to your convictions about what you want to do with your law degree. One person can make an impact on our legal system and that individual can be you. The more people who believe that, *and act on it*, the greater our country's legal system will be.

Today there are countless individuals with meritorious claims who remain without legal representation. If the legal community fails to assist them, they may never receive the just compensation they deserve. Whether you pursue public service full time, in government or public interest law, or whether you do pro bono work, you can help effect positive social change one case at a time.

Your comments and suggestions for future editions of the *USC Guide to Public Service Law* are welcome. Let us know what has and hasn't worked for you. Also let us know of other Law School graduates who have worked or currently work in public service law. Our alumni/ae strongly support one another, especially in the public service field. Freely ask for help and be willing to help others when they need it.

Best of luck with both your public service job search and employment!

Appendix A

FACULTY/STAFF/LAW LIBRARIANS WITH PUBLIC SERVICE EXPERIENCE

The following members of the USC Law School community are available to speak to students about their public service experience. You may stop by to see them during their office hours, or call and set up an appointment.

Name: Scott Altman
Law Specialties: Family Law, Property
Former Experience: Judicial Clerk, Ninth Circuit Court of Appeals

Name: Jody D. Armour
Former Experience: Editor, Black Law Journal; Lecturer, Indiana University School of Law; Lecturer and Academic Coordinator, UC Berkeley School of Law.

Name: Scott H. Bice
Law Specialties: Constitutional Law, Torts
Current Affiliations: Member, Law School Council, State Bar of California; President, American Law Deans Association; Director, Coalition for Justice; Director, Stone Soup Child Care Programs, Inc.
Former Experience: Exec. Committee, Commission on the Future of the Courts, Judicial Council of Calif.; Director, L.A. Family Housing Corp.; Exec. Board and Exec. Committee, San Gabriel Valley Council, Boy Scouts of America; Chair, Advisory Committee on Private Judging, Judicial Council of California.

Name: Albert O. Brecht
Law Specialties: Legal Research
Former Experience: Committee Member, American Ass'n of Law Libraries, "Law Library Services to Prisoners."

Name: Michael J. Brennan
Law Specialties: Criminal Defense, Trial Advocacy, Poverty Law
Current Affiliations: Member, Federal Indigent Defense Panel for the Central District of California and the Ninth Circuit Court of Appeals.
Former Experience: Directing Attorney, Calif. Rural Legal Assistance; Deputy Federal Public Defender and Chief Trial Deputy, Federal Public Defender's Office

Name: Lee W. Campbell
Law Specialties: Children's Legal Issues, Trial Advocacy, Evidence
Current Affiliations: Professor, Children's Legal Issues; Public Counsel, Tanya's Children
Former Experience: Acting Director, Clinical Program, USC; Director, California Institute for Trial Advocacy Skills; Public Counsel, AIDS Project Los Angeles.

Name: Alexander Capron
Law Specialties: Health Policy and Ethics, Torts
Current Affiliations: Co-Director, Pacific Center for Health Policy & Ethics, USC; Commissioner, Joint Commission on Accreditation of Healthcare Organizations
Former Experience: Chair, Biomedical Ethics Advisory Committee, U.S. Congress; Chair, Advisory Panel to the Joint Committee on Surrogate Parenting, Calif. Legislature; Exec. Director, President's Commission for the Study of Ethical Problems in Medicine and Biomedical and Behavioral Research; Law Clerk, Chief Judge David L. Bazelon, U.S. Court of Appeals for the D.C. Circuit; Member, National Bioethics Advisory Commission.

Name: Erwin Chemerinsky
Law Specialties: Constitutional Law, Federal Courts, Civil Rights, Civil Liberties, Civil Procedure
Current Affiliations: Board of Directors, Nominations Committee for new Board Members, Executive Committee, ACLU of Southern California.
Former Experience: Attorney, Honors Law Graduate Program, U.S. Attorney, Dept. of Justice, Civil Division; Reporter, Ninth Circuit Rule 11 Standing Committee; Litigation Committee, ACLU of Southern California; Pro Bono: ACLU, NAACP, People for the Feminist Majority.

Name: David Cruz
Law Specialties: Constitutional Law and Sexual Orientation
Current Affiliations: Order of the Coif; Phi Beta Kappa; Law and Society Association; National Lesbian and Gay Law Association; Society of American Law Teachers.
Former Experience: ACLU; Lambda Legal Defense and Education Fund (New Jersey); Law Clerk, Judge Edward R. Becker, U.S. Court of Appeals, Third Circuit; Bristow Fellow, Office of the Solicitor General, District of Columbia.

Name: Mary L. Dudziak
Law Specialties: Civil rights, Constitutional law

Current Affiliations: Society for American Law Teachers; American Political Science Association; Organization of American Historians.

Name: **Mary L. Dudziak** (con't)

Former Experience: Board Member, Iowa Civil Liberties Union; Law Clerk, ACLU National Legal Staff; Law Clerk, Public Advocates (San Francisco); Administrative Assistant to the Deputy Director, Center for Independent Living (Disability Rights Organization)

Name: **Susan Estrich**

Law Specialties: Political Campaigns, Gender Discrimination, Rape, Labor Law

Former Experience: Nat'l Governing Board, Common Cause; Board of Directors, Calif. Abortion Rights Action League, Law Clerk, Justice John Paul Stevens, U.S. Supreme Court; Staff Counsel and Special Ass't to Chief Counsel, U.S. Senate Judiciary Committee; Exec. Director, Democratic Nat'l Platform Committee; Senior Policy Advisor, Mondale-Ferraro Campaign; Nat'l Campaign Manager, Dukakis for President Campaign; President, Civil Liberties Union of Mass.

Name: **Niels W. Frenzen**

Law Specialties: Immigration Law, Refugee and Asylum Law, Deportation for Reasons of National Security or Terrorism, Use of Secret Evidence in Immigration Proceedings, Haitian Refugees and Their Treatment Under US Law Since 1980 (including U.S. Interdiction of Haitian Boat People on the High Seas)

Current Affiliations: Member, Past President, Board of Directors, Coalition for Humane Immigrants' Rights of Los Angeles (CHIRLA), Member, National Advisory Committee, Florida Immigrant Advocacy Center

Former Experience: Directing Attorney, Immigrants' Rights Project, Public Counsel (Los Angeles), Supervising Attorney, Haitian Refugee Center (Miami), President, Board of Directors, El Rescate and El Rescate Legal Services, Member of Numerous Human Rights Monitoring Missions to Haiti, El Salvador, Mexico, Cuba, U.S. Naval Base, Guantanamo, Cuba

Name: **Thomas D. Griffith**

Law Specialties: Taxation, Criminal Law

Current Affiliations: Member, American Bar Ass'n Committee of Negotiation, Tax Problems of Low Income Taxpayers.

Name: **Ariela Gross**

Law Specialties: Constitutional Law, Civil Rights

Former Experience: National Youth Spokesperson, Nuclear Weapons Freeze Campaign; Founder and Spokesperson, Students Allied for Voter Education for Our Future; Massachusetts Coordinator, National Student Campaign for Voter Registration; Intern, Council for a Livable World; Teacher, Upward Bound; Summer Associate, Altshuler, Berzon, Rubin (Public-Interest Labor Law Firm).

Name: **Carrie L. Hempel**

Law Specialties: Criminal Law, Post-Conviction Justice Project, Women in the Criminal Justice System

Current Affiliations: Board of Directors, Nomination Committee for New Board Members, Criminal Justice Committee, ACLU of Southern California.

Former Experience: Fellow, Center for Law in the Public Interest; Law clerk, U.S. Central District Court Judge Gadbois; General Counsel, Harriet Tubman Women's Shelter, Minn, MN; Member, Southern California Coalition for Battered Women in Prison; Litigation Committee, ACLU of Southern California

Name: **William J. Hoye**

Current Affiliations: Outreach counselor, helping prepare underrepresented students for admission to college

Former Experience: Board of Directors, Santa Cruz AIDS Project; Coordinator and Facilitator, Volunteer Support Groups, Santa Cruz AIDS Project.

Name: **Gregory C. Keating**

Law Specialties: Torts, Professional Responsibility

Former Experience: Pro Bono: ACLU landlord/tenant cases, MA.

Name: **Daniel Klerman**

Law Specialties: Civil Procedure, Intellectual Property, English Legal History

Former Experience: Law Clerk, Justice John Paul Stevens, U.S. Supreme Court; Law Clerk, Judge Richard Posner, Seventh Circuit

Name: **Karen A. Lash**

Law Specialties: Women's Issues, Lesbian and Gay Rights, Poverty Law

Current Affiliations: Commissioner, State Bar Access to Justice Commission; Advisor, Women Lawyers' Public Action Grant Foundation; Board of Directors, USC Public Interest Law Foundation; Advisor, Woodrow Wilson High School Advisory Committee.

Former Experience: Chair, Legal Services to the Poor Committee, L.A. Co. Bar Ass'n; Fellow, Child Care Law Project, Public Counsel; Judicial Clerk, Ninth Circuit Court of

Appeals; Fellow, Constitutional Rights Foundation; Co-Founder: USC Loan Repayment Assistance Program, USC Public Interest Law Foundation, USC Poverty and Public Interest Law Clinic, Gay and Lesbian Law Union; Trustee, L.A. County Bar Ass'n; Member, Sexual Orientation Bias Committee, LACBA; Member, State Bar Blue Ribbon Task Force on Loan Forgiveness; Pro Bono for Public Counsel; Member, California State Bar Sexual Orientation Discrimination Committee; Member, State Bar Legal Services Funding Committee.

Name: George Lefcoe
Law Specialties: Real Estate
Former Experience: L.A. County Regional Planning Committee, Affordable Housing Task Force; Building Industry Legal Defense Fund; Board of L.A. Convention Center Commissioners; President, City of L.A. Planning Commission.

Name: Martin L. Levine
Law Specialties: Criminal Law, Elder Law, Poverty Law, Mental Health Law, College Law
Current Affiliations: of counsel, USC Office of General Counsel.
Former Experience: Founder / Exec. Director / Chairman, Western Center on Law and Poverty; Founder/ President/ Honorary President, Nat'l Senior Citizens Law Center; Board of Directors, Legal Aid Foundation of L.A.; Exec. Committee, L.A. Neighborhood Legal Services Program; Nat'l Delegate, White House Conference on Aging; Exec. Committee, Human Rights Section, L.A. County Bar; Exec. Committee, Legal Services Section, State Bar of Calif.; General Counsel, Constit'l Rights Subcommittee, U.S. Senate; Founding attorney/ Senior Deputy, Federal Public Defender, Central District of Calif.; Law Clerk, Hon. J. Skelly Wright, U.S. Court of Appeals, D.C. Cir.

Name: Tom Lyon
Law Specialties: Child Abuse, Evidence, Children and the Law
Current Affiliations: Board of Directors, American Professional Society on the Abuse of Children.
Former Experience: Trial and Appellate Attorney, Children's Services Division, Los Angeles County Counsel

Name: Edward J. McCaffery
Law Specialties: Tax
Former Experience: Judicial Clerk, New Jersey Supreme Court.

Name: Lisa Mead
Law Specialties: Legal Education and Law School Administration

Current Affiliations: Member, Student Services Section, Association of American Law Schools; Member, National Association for Law Placement; Member, Los Angeles County Bar Association; Member, Women Lawyers' Association of Los Angeles

Former Experience: Assistant Dean/Director, Career Services Office, USC Law School; Directing Attorney/Fellow, Public Counsel's Homeless Advocacy Project; Program Coordinator, Texas Coalition for Juvenile Justice; Board of Directors, USC Public Interest Law Foundation; Board of Directors & Chair of Public Service Committee, National Association of Law Placement (NALP); Board of Directors, Harbor Interfaith Shelter.

Name: **Sandra Ortiz**

Law Specialties: Media Law, Entertainment Law

Current Affiliations: State Bar of California

Former Experience: Director of Legal Affairs, KCET (public television); Vice-Chair, Human Rights Committee, State Bar of California

Name: **Noel M. Ragsdale**

Law Specialties: Appellate Litigation, Employment Law, Labor Law, Poverty Law Trial Advocacy

Former Experience: Judicial Clerk, U.S. District Court, Southern District of New York.

Name: **Brian M. Raphael**

Law Specialties: Legal Research

Current Affiliations: American Association of Law Libraries; Southern California Association of Law Libraries; Big Brothers/Big Sisters of Greater Los Angeles and the Inland Empire.

Name: **Elyn R. Saks**

Law Specialties: Mental Health Law, Criminal Law, Children and the Law

Current Affiliations: Board Member, Mental Health Advocacy Services; Pro Bono Consultation on Multiple Personality Disorder and the Law; Board Member, Los Angeles Psychoanalytic Foundation; Board Member, Robert J. Stoller Foundation

Former Experience: Staff Attorney, Connecticut Legal Services.

Name: **Robert M. Saltzman**

Law Specialties: Legislation, Local Government, Legal Ethics, Professional Responsibility

Current Affiliations: Law School Admission Council, Test Development and Research Committee; Board of Directors, L.A. Gay and Lesbian Center; Board of Directors, L.A. Gay and Lesbian Victory Fund.

Former Experience: Board of Visitors, Rockefeller Center for Public Policy and Civic Leadership at Dartmouth College; Board of Trustees, Law School Admission Council; Loan Forgiveness Task Force, State Bar of Calif.; Financial Planning Committee, L.A. County Commission on AIDS; USC AIDS Awareness Committee; Various workshops on implementation of the Americans with Disabilities Act; AIDS Task Force, Frank D. Lanterman Regional Center; Special Counsel to Director of Health Services, L.A. County; Director of AIDS Programs, L.A. County Dept. of Health Services; Senior Deputy to L.A. County Supervisor Ed Edelman.

Name: **Richard Shaffran**

Law Specialties: Nonprofit/Tax Exempt Organizations, Entertainment Law

Current Affiliations: Member, Section on Continuing Legal Education, Association of American Law Schools; member, Nonprofit Organizations Committee, Section on Business Law, American Bar Association; Member, Board of Directors, One Voice (a nonprofit organization providing a variety of services to low income clients); President, Board of Trustees, North Hollywood Church of Religious Science

Former Experience: Attorney, Entertainment Industry Executive and Consultant, Director of Legal and Business Programs, Division of Continuing Education, UCLA

Name: **Michael H. Shapiro**

Law Specialties: Bioethics, Constitutional Law, Health Law

Former Experience: Summer intern, Agency for Int'l Development, Bureau of Near East and South Asia; ACLU amicus brief, Shapiro v. Thompson; Staff Attorney, Calif. Rural Legal Assistance; Staff Attorney, Ass't Director/Acting Director of Litigation, Western Center on Law and Poverty; Counsel, death row appeal

Name: **Dan Simon**

Former Experience: Attorney, Association for Civil Rights in Israel, Jerusalem; Worked on human rights matters on behalf of Palestinian population in the West Bank; argued cases before Israeli Supreme Court.

Name: **Larry G. Simon**

Law Specialties: Criminal Procedure, Constitutional Law, Local Government

Former Experience: Judicial Clerk, U.S. District Ct., So. District of N.Y.; Judicial Clerk, Chief Justice Earl Warren, U.S. Supreme Court.

Name: David Slawson
Law Specialties: Administrative Law
Former Experience: Staff Counsel, "Warren Commission," Commission on the Assassination of John F. Kennedy; Attorney-Advisor, Office of Legal Counsel, Dept. of Justice.; General Counsel, Price Commission 1971 Economic Stabilization Program.

Name: Edwin M. Smith, Jr.
Law Specialties: International Law
Current Affiliations: Member, Science and Policy Advisory Committee of the U.S. Arms Control and Disarmament Agency; Board of Directors, Academic Council on the United Nations System; American Society of Int'l Law Executive

Name: Edwin M. Smith, Jr. (con't)
Current Affiliations: Council, Congressional Outreach Committee, Hudson Medal Committee; Int'l Affairs Fellows Program, Council on Foreign Relations; Member, Pacific Council on Int'l Policy.
Former Experience: Member, National Council of the United Nations Association of the United States; member, American Global Dialogue; member, Advisory Committees of the Asia Foundation's Council on Asian Pacific Affairs; consultant, Ford Foundation Program on International Law and Organizations Vice President, Chair, International Organizations Interest Group, Nominating Committee American Society of International Law.

Name: Nomi M. Stolzenberg
Law Specialties: Property
Former Experience: Board Member, USC Public Interest Law Foundation; Judicial Clerk, Third Circuit Ct. of Appeals.

Name: Christopher D. Stone
Law Specialties: Environmental Law, Int'l Law, Animal Rights
Current Affiliations: Editorial Board, Environmental Ethics; Environmental Law, Editor in Environmental Law, Environmental Conservation (Geneva); Trustee, Center for Int'l Environmental Law (CIEL/US); Board of Advisors,

Name: Christopher D. Stone (con't)
Current Affiliations: Animals and Culture Foundation; USC Institutional Animal Care and Use Committee; Advisor, Foundation for International Environmental Law and Development (FIELD/London).

Former Experience: Visiting Consultant, Federal Trade Commission, Office of Planning and Evaluation; Consultant, U.S. Sentencing Commission (organizational sanctions); Geothermal Advisory Committee, Dept. of Energy; Various Testimony re Sentencing, Energy and Natural Resources, White Collar Crime.

Name: Charles Whitebread

Law Specialties: Criminal Law, Juvenile Delinquency

Current Affiliations: Teaching judges, prosecutors and public defenders in matters of criminal law; Chairman of the Defense Subcommittee of the L.A. County Bar Association
Task force on Criminal Justice Improvement.

Appendix B

USC LAW SCHOOL ALUMNI/AE IN PUBLIC SERVICE

The following Law School graduates are willing to discuss their public service experience with USC students and graduates. They may even have time to chat when you first contact them, so call with prepared questions. Keep in mind their busy schedules and try to keep your conversation as brief as possible. Immediately following the alphabetic listing are an indices of the alumni by their geographic location and practice specialty.

Name: Elena Ackel
Phone: (213) 640-3927
E-mail: eackel@lafla.org
Class: 1972
Agency: Legal Aid Foundation
Location: Los Angeles, CA
Position: Senior Attorney
Specialty: Trade Schools, Student Loans, Health and Government Benefits

Name: Paul Ament
Phone: (213) 897-2555
Class: 1974
Agency: Office of the California Attorney General
Location: Los Angeles, CA
Position: Deputy Attorney General
Specialty: Criminal Law

Name: Pauline Aranas
Phone: (615) 322-2726
Class: 1981
Agency: Vanderbilt University Alyne Queener Massey Law Library
Location: Nashville, TN
Position: Director
Specialty: Library and Information Technology

Name: Cindi Aronberg

Phone: (310) 342-5698 or (916) 324-0824
E-mail: caronberg@earthlink.net

Name: **Cindi Aronberg** (con't)
Class: 1991
Agency: State of California
Location: Los Angeles, CA
Position: Deputy State Controller
Specialty: Policy Work

Name: **Rocky Barilla**
Phone: (916) 726-4207
E-mail: rockycca@aol.com
Class: 1975
Agency: Community College Association
Location: Citrus Heights, CA
Position: Executive Director
Specialty: Educational Labor Law

Name: **David Beudet**
Phone: (626) 229-3580
E-mail: dbeudet@counsel.co.la.ca.us
Class: 1998
Agency: Los Angeles County Counsel's Office Department of Children and Family Services
Location: Pasadena, CA
Position: Senior Associate County Counsel
Specialty: Children's Services

Name: **MacDonald Becket**
Phone: (714) 834-2144
E-mail: mac.becket@pubdef.ocgov.com
Class: 1979
Agency: Orange County Public Defender's Office
Location: Santa Ana, CA
Position: Deputy Public Defender
Specialty: Criminal Law

Name: **Suzanne Bell**
Phone: (202) 514-5291

E-mail: suzanne.bell@usdoj.gov
Class: 1990
Agency: Executive Office of the United States Attorney
Location: Washington D.C.

Name: **Suzanne Bell** (con't)
Position: Deputy Legal Counsel
Specialty: Civil Litigation

Name: **William Bennett**
Phone: (714) 658-2519
E-mail: wpblaw@juno.com
Class: 1964
Agency: Former Attorney/Owner of Grandparent Rights Center
Location: Irvine, CA
Position: presently counselor to Churches & Non-Profits
Specialty: Church Law and Non-Profit Law

Name: **Linda Beres**
Phone: (213) 736-1123
Class: 1987
Agency: Loyola Law School
Location: Los Angeles, CA
Position: Professor of Law
Specialty: Criminal Law

Name: **John Berglund**
Phone: (530) 245-6588
E-mail: jberglund@co.shasta.ca.us
Class: 1992
Agency: Shasta County Department of Child Support Services
Location: Redding, CA
Position: Chief Child Support Counsel
Specialty: Family Law

Name: **James Bianco**
Phone: (310) 399-3259
Class: 1987
Agency: James Bianco, Attorney at Law

Location: Santa Monica, CA
Specialty: Criminal Law

Name: **Gerald Blankenship**
Phone: (909) 955-6300
Class: 1963
Agency: Riverside County Counsel

Name: **Gerald Blankenship** (con't)
Location: Riverside, CA
Position: Deputy County Counsel
Specialty: Municipal Law

Name: **Leroy Blankenship**
Phone: (831) 755-5045
E-mail: blank@redshift.com
Class: 1975
Agency: Monterey County Counsel
Location: Salinas, CA
Position: Assistant County Counsel
Specialty: Municipal Law

Name: **Ian Boase**
Phone: (916) 851-2023
E-mail: iboase@chw.edu
Class: 1982
Agency: Catholic Healthcare West - Legal Department
Location: Fair Oaks, CA
Position: Vice President and Associate General Counsel
Specialty: Health Law

Name: **Natalie Bocanegra**
Phone: (916) 322-7771
E-mail: nbocanegra@fppc.ca.gov
Class: 1998
Agency: Fair Political Practices Commission
Location: Sacramento, CA
Position: Staff Counsel
Specialty: Government Law

Name: Margery Bornstein
Phone: (303) 866-3631
E-mail: margery.bornstein@state.co.us
Class: 1978
Agency: Colorado Department of Human Services
Location: Denver, CO
Position: Program Administrator, Office of Appeals
Specialty: Government Law

Name: James Bozajian
Phone: (213) 374-2400
Class: 1990
Agency: Los Angeles County District Attorney's Office
Location: Los Angeles, CA
Position: Deputy District Attorney
Specialty: Criminal Law

Name: Carol Bracy
Phone: (651) 325-5943
Class: 1980
Agency: Greater Bakersfield Legal Assistance
Location: Bakersfield, CA
Position: Director of Litigation

Name: Margaret Brandow
Phone: (213) 484-1628
E-mail: maggiebrandow@yahoo.com
Class: 1999
Agency: Mental Health Advocacy Service Inc.
Location: Los Angeles, CA
Position: Staff Attorney
Specialty: Mental Health Law

Name: Verna Bromley
Phone: (206) 296-0430
E-mail: verna.bromley@metrokc.gov
Class: 1983

Agency: King County Prosecuting Attorney's Office/Civil
Location: Seattle, WA
Position: Senior Deputy Prosecuting Attorney
Specialty: Environmental Law

Name: Daniel Brown
Phone: (202) 616-7977
E-mail: Daniel.S.Brown@usdoj.gov or kvdb@earthlink.net
Class: 1996
Agency: U.S. Department of Justice, INS, Office of the General Counsel
Location: Washington D.C.
Position: Special Counsel
Specialty: Immigration Law

Name: Jack Brown
Phone: (213) 473-5502
Class: 1975
Agency: Los Angeles City Attorney
Location: Los Angeles, CA
Position: Assistant City Attorney
Specialty: Environmental Law

Name: Mark Brown
Phone: (213) 485-4247
Class: 1974
Agency: Los Angeles City Attorney
Location: Los Angeles, CA
Position: Assistant City Attorney
Specialty: Municipal Law

Name: Susanne Browne
Phone: (562) 435-3501 ext 3897
E-mail: sbrowne@lafla.org
Class: 1995
Agency: Los Angeles Legal Aid Foundation, Long Beach
Location: Long Beach, CA
Position: Staff Attorney
Specialty: Housing Law, Poverty Law

Name: Caron Caines
Phone: (818) 896-5211
Class: 1990
Agency: San Fernando Valley Neighborhood Legal Services, Inc.,
Location: Pacoima, CA
Position: Staff Attorney
Specialty: Family Law

Name: Albert Camacho
Phone: (323) 586-6389
Class: 1994
Agency: Huntington Park Public Defender's Office
Location: Huntington Park, CA
Position: Deputy Public Defender
Name: Albert Camacho (con't)
Specialty: Criminal Law

Name: Enrique Camarena
Phone: (619) 515-8634
Class: 1998
Agency: San Diego County District Attorney's Office
Location: San Diego, CA
Position: Deputy District Attorney
Specialty: Criminal Law

Name: Cindy Carson
Phone: (714) 444-4141 ext. 719
E-mail: ccarson@law.whittier.edu
Class: 1982
Agency: Whittier Law School
Location: Santa Ana, CA
Position: Professor of Law
Specialty: Contracts, Property, Ethics, Remedies, Arts & the Law

Name: George Castello
Phone: (213) 893-2459
Class: 1988
Agency: Los Angeles County District Attorney's Office
Location: Los Angeles, CA

Position: Deputy District Attorney
Specialty: Criminal Law

Name: **Gloria Castro**
Phone: (213) 897-7001
E-mail: glocastro@yahoo.com
Class: 1997
Agency: Office of Attorney General
Location: Los Angeles, CA
Position: Deputy Attorney General of Civil Rights
Specialty: Civil Rights Law

Name: **Joseph Cerullo**
Phone: (530) 822-7110
Class: 1981
Agency: County Counsel's Office
Name: **Joseph Cerullo** (con't)
Location: Yuba City, CA
Position: Deputy County Counsel
Specialty: Government Law

Name: **Jackie Chooljian**
Phone: (213) 894-2434
Class: 1986
Agency: United States Attorney's Office
Location: Los Angeles, CA
Position: Assistant United States Attorney
Specialty: Criminal Law

Name: **Theodore Cobb**
Phone: (916) 341-5171
E-mail: tcobb@exec.swrcb.ca.gov
Class: 1973
Agency: State Water Resources Control Board
Location: Sacramento, CA
Position: Acting Assistant Chief Counsel
Specialty: Environmental Law

Name: **Roger Coggan**

Phone: (323) 993-7672
Class: 1974
Agency: Los Angeles Gay & Lesbian Community Center
Location: Los Angeles, CA
Position: Legal Services Director

Name: **Lucienne Coleman**
Phone: (213) 974-8509
Class: 1978
Agency: Los Angeles County District Attorney's Office
Location: Los Angeles, CA
Position: Deputy District Attorney
Specialty: Criminal Law

Name: **Rubin Cruse, Jr.**
Phone: (530) 225-5711
E-mail: rubinc67@hotmail.com
Name: **Rubin Cruse, Jr. (con't)**
Class: 1992
Agency: Shasta County Counsel
Location: Redding, CA
Position: Deputy County Counsel
Specialty: Labor Law

Name: **Barry Currier**
Phone: (312) 988-6743
E-mail: currierb@staff.abanet.org
Class: 1971
Agency: American Bar Association
Location: Chicago, IL
Position: Legal Education Consultant

Name: **Everett Delano**
Phone: (760) 510-1562
Class: 1992
Agency: Natural Resources Defense Council, San Diego
Location: San Marcos, CA
Position: Senior Project Attorney

Specialty: Environmental Justice

Name: Benjamin Demayo
Phone: (714) 834-3300
E-mail: ben.demayo@coco.ocgov.com
Class: 1975
Agency: Office of County Counsel
Location: Santa Ana, CA
Position: County Counsel
Specialty: Government Law

Name: Maurice Destouet
Phone: (213) 637-9834
E-mail: mpd@progresssmgt.com
Class: 1973
Agency: Progressive Management Resources Inc.
Location: Los Angeles, CA
Position: Attorney
Specialty: Civil Rights Law

Name: Erica Deutsch
Phone: (213) 894-7860
Class: 1999
Agency: National Labor Relations Board
Location: Los Angeles, CA
Position: Field Attorney
Specialty: Labor Law

Name: Brett Dignam
Phone: (203) 432-4800
Class: 1983
Agency: Yale Law School
Location: New Haven, CN
Position: Associate Clinical Professor
Specialty: Civil Rights

Name: Bella Dilworth
Phone: (310) 603-8053
Class: 1979

Agency: Office of the Los Angeles County Public Defender
Location: Compton, CA
Position: Deputy Public Defender
Specialty: Criminal Law

Name: **Rebecca Durney**
Phone: (530) 841-4264
E-mail: rebecca_mdy@yahoo.com
Class: 1991
Agency: Siskiyou - Modoc Regional Department of Child Support Services
Location: Eureka, CA
Position: Chief Child Support Attorney
Specialty: Government Law

Name: **Anthony Ellis**
Phone: (213) 974-7460
Class: 1988
Agency: Los Angeles County District Attorney's Office
Location: Los Angeles, CA
Position: Deputy District Attorney
Specialty: Criminal Law

Name: **Beverly Falk**
Phone: (213) 897-2389
Class: 1968
Agency: California Attorney General's Office
Location: Los Angeles, CA
Position: Deputy Attorney General
Specialty: Criminal Law and Juvenile Appeals

Name: **John Fellows**
Phone: (310) 618-5810
Class: 1981
Agency: Office of the City Attorney, Torrance
Location: Torrance, CA
Position: City Attorney
Specialty: Municipal Law

Name: **Matthew Ferguson**

Phone: (714) 836-2055
Class: 2002
Agency: United States District Court, Hon. Alicemarie Stotler
Location: Santa Ana, CA
Position: Judicial Clerk

Name: **Susan Ficcadenti**
Phone: (714) 836-3323
Class: 1985
Agency: Office of the US Attorney
Location: Santa Ana, CA
Position: Assistant US Attorney
Specialty: Criminal Law

Name: **Susan Fife-Ferris**
Phone: (425) 452-5216
E-mail: sfferris@ci.bellevue.wa.us
Class: 1984
Agency: City of Bellevue, Utilities Dept., Environmental Division
Location: Bellevue, WA
Position: Resource Conservation Program Administrator
Specialty: Resource Conservation

Name: **Raymond Fortner**
Phone: (213) 974-1804
E-mail: rfortner@counsel.co.la.ca.us
Class: 1967
Agency: Los Angeles County Counsel
Location: Los Angeles, CA
Position: Chief Deputy County Counsel
Specialty: Municipal Law, Government Law

Name: **Jill Franklin**
Phone: (323) 980-8741
E-mail: jillfr@aol.com
Class: 1995
Agency: Dependency Court Legal Services
Location: Los Angeles, CA
Position: Attorney
Specialty: Public Interest

Name: Laura Fry
Phone: (323) 801-7902
E-mail: lfry@lafla.org
Class: 1992
Agency: Legal Aid Foundation of Los Angeles
Location: Los Angeles, CA
Position: Attorney
Specialty: Public Interest Law, Family Law

Name: Mallory Fujitani
Phone: (808) 547-7004
E-mail: malloryfujitani@hotmail.com or mfujitani@co.honolulu.hi.us
Class: 1988
Agency: Honolulu City Council
Location: Honolulu, HI
Position: Senior Advisor
Specialty: Government Law

Name: Mary Ann Galante
Phone: (909) 950-6051
Class: 1977
Agency: Riverside Public Defender
Location: Riverside, CA
Name: Mary Ann Galante (con't)
Position: Deputy Public Defender
Specialty: Criminal Law

Name: Michael Garcia
Phone: (213) 894-7331
Class: 1994
Agency: Office of the Federal Public Defender
Location: Los Angeles, CA
Position: Public Defender
Specialty: Criminal Law

Name: Ada Gardiner
Phone: (323) 526-6250
E-mail: agardiner@counsel.co.la.ca.us

Class: 1968
Agency: Los Angeles County Counsel, Children's Services Litigation & Training
Division
Location: Los Angeles, CA
Position: Assistant County Counsel
Specialty: Government Law

Name: **Donald Garner**
Phone: (213) 637-3700
E-mail: dgarner@socalbusinesssolutions.com
Class: 1970
Agency: General Anesthesia Specialists Medical Group
Location: Los Angeles, CA
Position: CEO & General Counsel
Specialty: Health Law

Name: **David Getches**
Phone: (303) 492-7377
E-mail: getches@spot.colorado.edu
Class: 1967
Agency: University of Colorado
Location: Boulder, CO
Position: Professor of Law
Specialty: Environmental Law, Indian Law

Name: **Charles Getz**
Phone: (415) 703-5501
Class: 1973
Agency: California Attorney General's Office
Location: San Francisco, CA
Position: Senior Assistant Attorney General
Specialty: Environmental Law

Name: **Craig Gillete**
Phone: (310) 450-2045
Class: 1987
Position: Marriage and Family Therapist; President, Community Housing Assistance Program;
Faculty, Antioch University
Location: Santa Monica, CA

Name: Kevin Greber
Phone: (562) 925-3366
Class: 1990
Agency: Los Angeles County District Attorney's Office
Location: Bellflower, CA
Position: Deputy District Attorney
Specialty: Criminal Law

Name: Richard Gruner
Phone: (714) 444-4141 x 228
Class: 1978
Agency: Whittier Law School
Location: Santa Ana, CA
Position: Professor
Specialty: Intellectual Property, Corporations, Computers & the Law

Name: Latonya Hadnot
Phone: (213) 974-3730
Class: 1995
Agency: Los Angeles County District Attorney's Office
Location: Los Angeles, CA
Position: Deputy District Attorney
Specialty: Criminal Law

Name: John Hahn
Phone: (209) 223-6366
Class: 1971
Agency: Amador County Counsel
Location: Jackson, CA
Position: Counsel
Specialty: Municipal Law

Name: Randall Hall
Phone: (202) 283-7900
Class: 1983

Agency: Internal Revenue Service
Location: Washington D.C.
Position: Attorney
Specialty: Government Law

Name: **Clark Hansen**
Phone: (760) 245-6054
Class: 1963
Agency: Grand Jury
Location: Victorville, CA
Position: Legal Advisor
Specialty: Criminal Law

Name: **Christopher Harman**
Phone: (805) 654-5191
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Class: 1991
Agency: Ventura County District Attorney
Location: Ventura, CA
Position: Deputy District Attorney
Specialty: Criminal Law

Name: **Sandra J. Harris**
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Class: 1987
Agency: Securities and Exchange Commission
Location: Los Angeles, CA
Position: Associate Regional Director, Office of Enforcement
Specialty: Federal Securities Law

Name: **Spencer Hart**
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Class: 1991
Agency: Los Angeles City Attorney
Location: Los Angeles, CA
Position: Deputy City Attorney
Specialty: Criminal Law

Name: Samer Hathout
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Class: 1993
Agency: Los Angeles District Attorney
Location: Los Angeles, CA
Position: Deputy District Attorney
Specialty: Criminal Law

Name: Thomas Havlena
Phone: (714) 834-2144
E-mail: thomas.havlena@pubdef.ocgov.com
Class: 1973
Agency: Orange County Public Defender
Location: Santa Ana, CA
Position: Senior Assistant Public Defender
Specialty: Criminal Law

Name: Jeffrey B. Hayden
Phone: (650) 368-5700
E-mail: hayden@yourcriminaldefender.com
Class: 1989
Agency: Los Angeles County Public Defender's Office
Location: Redwood City, CA
Position: Deputy Public Defender
Specialty: Criminal Law

Name: Julia Hayward Biggs
Phone: (213) 236-0600
Class: 1978
Agency: Burke Williams & Sorensen (formerly with Colton City Attorney's Office)
Name: Julia Hayward Biggs (con't)
Location: Los Angeles, CA

Name: John Heilman
Phone: (714) 444-4141 ext 232
Class: 1982
Agency: Whittier Law School

Location: Santa Ana, CA
Position: Attorney
Specialty: Government Law

Name: **Rose-Ellen Heinz**
Phone: (415) 554-3845
E-mail: roseellen@directvinternet.com
Class: 1995
Agency: San Francisco City Attorney's Office
Location: San Francisco, CA
Position: Deputy City Attorney
Specialty: Government Law

Name: **Susan Henrichsen**
Phone: (619) 645-2081
E-mail: susan.henrichsen@doj.ca.gov
Class: 1975
Agency: California Attorney General's Office
Location: San Diego, CA
Position: Staff Attorney
Specialty: Consumer Law

Name: **Cynthia Hernandez**
Phone: (213) 894-5200
E-mail: cynthia.hernandez@nlrb.gov
Class: 2000
Agency: National Labor Relations Board Region 21
Location: Los Angeles, CA
Position: Labor Law Attorney
Specialty: Labor Law

Name: **Alan Hoffman**
Phone: (202) 224-5042
Class: 1991
Agency: United States Senator Joseph R. Biden
Location: Washington D.C.
Position: Chief of Staff
Specialty: Government Law

Name: Paul Horton
Phone: (619) 260-2332
Class: 1968
Agency: University of San Diego
Location: San Diego, CA
Position: Professor of Law, Intellectual Property
Specialty: Civil Litigation & Family Law

Name: Thomas Hsieh
Phone: (213) 897-2000
Class: 1997
Agency: California Attorney General's Office
Location: Los Angeles, CA
Position: Deputy Attorney General
Specialty: Criminal Appellate Law

Name: Amie Jacoby-Thompson
Phone: (808) 244-3731
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Class: 1991
Agency: The Legal Aid Society of Hawaii
Location: Wailuku, HI
Position: Staff Attorney
Specialty: Public Interest Law

Name: Patricia Johnson
Phone: (815) 727-8453
Class: 1980
Agency: Federal Public Defender
Location: Las Vegas, NV
Position: Assistant Federal Public Defender
Specialty: Criminal Law

Name: Gregory Jones
Phone: (714) 935-6962
Class: 1974

Agency: Orange County Superior Court
Location: Orange, CA
Position: Juvenile Court Commissioner
Specialty: Criminal Law

Name: **Jeffrey Kahan**
Phone: (213) 897-2285
Class: 1994
Agency: California Attorney General's Office
Location: Los Angeles, CA
Position: Deputy Attorney General
Specialty: Criminal Law

Name: **Gregory Kimmel**
Phone: (619) 531-4040
Class: 1990
Agency: San Diego County District Attorney's Office'
Location: San Diego, CA
Position: Deputy District Attorney
Specialty: Criminal Law

Name: **Lisa Kloppenberg**
Phone: (541) 346-1577
Class: 1987
Agency: University of Oregon School of Law
Location: Eugene, OR
Position: Associate Professor
Specialty: Constitutional Law, Civil Procedure, *Pro Bono* Human Rights Work, Asylum for Torture Victims

Name: **Douglas Kmiec**
Phone: (202) 319-6122
E-mail: dkmiec@catholicu.edu
Class: 1976
Agency: Catholic University of America
Location: Washington D.C.
Position: Dean of Law
Specialty: Consumer Law

Name: Christopher Knauf
Phone: (213) 736-1031
E-mail: christopher.knauf@lls.edu
Class: 1996
Agency: Western Law Center for Disability Rights
Location: Los Angeles, CA
Position: Staff Attorney
Specialty: Civil Rights Litigation, Disability Rights

Name: John Kotick
Phone: (213) 383-4519 ext. 3012
E-mail: jkotick@healthcarerights.org
Class: 1972
Agency: Center for Health Care Rights Inc.
Location: Los Angeles, CA
Position: Executive Director
Specialty: Public Interest Law, Health Policy, Legal Services

Name: Richard Kraft
Phone: (213) 847-5844
Class: 1981
Agency: Los Angeles City Attorney, Domestic Violence Unit
Position: Deputy City Attorney
Specialty: Criminal Law

Name: Hiram Kwan
Phone: (213) 680-0122
E-mail: hwklawcorp@aol.com
Class: 1953
Agency: Professional Law Corporation
Location: Los Angeles, CA
Position: Certified Specialist in Immigration Law/Adjunct Professor
Specialty: Immigration Law

Name: Jacquelyn Phillips Lacey
Phone: (818) 898-2545
Class: 1982
Agency: Los Angeles County District Attorney's Office
Location: Los Angeles, CA

Position: Deputy District Attorney
Name: **Jacquelyn Phillips Lacey** (con't)
Specialty: Criminal Law

Name: **Deborah La Fetra**
Phone: (916) 641-8888
E-mail: djl@pacifical.org
Class: 1990
Agency: Pacific Legal Foundation
Location: Sacramento, CA
Position: Principal Attorney
Specialty: Constitutional Law

Name: **Esther Larsen**
Phone: (509) 477-7201 days; (509) 466-0534 evenings
E-mail: elarsen@spokanecounty.org or esther.larsen@attbi.com
Class: 1980
Agency: Spokane County
Location: Spokane, WA
Position: Planner, Long Range Planning
Specialty: Environmental and Land Use Law

Name: **Stephen C. Larson**
Phone: (909) 328-4410
E-mail: stephen_larson@cacd.uscourts.gov
Class: 1989
Agency: United States District Court
Location: Riverside, CA
Position: United States Magistrate Judge

Name: **Linda Lebovitz**
Phone: (516) 560-6432
Class: 1982
Agency: Ness County Legal Aid Society
Location: Hempstead, NY
Specialty: Criminal Law

Name: **Joseph Lee**
Phone: (213) 897-2398

Class: 1994
Agency: California Attorney General's Office
Location: Los Angeles, CA

Name: **Joseph Lee** (con't)
Position: Deputy Attorney General
Specialty: Criminal Law

Name: **Peter Lee**
Phone: (415) 281-8660
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Class: 1993
Agency: Pacific Business Group on Health
Location: San Francisco, CA
Position: President/CEO
Specialty: Health Care Quality Advocacy

Name: **Richard Lee**
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Class: 1997
Agency: United States Attorney's Office
Location: Los Angeles, CA
Position: Assistant United States Attorney
Specialty: Criminal Law

Name: **MaryBeth Lipp**
Phone: (626) 583-7400
Class: 2002
Agency: Ninth Circuit Court of Appeals, Hon. Dorothy Nelson
Location: Pasadena, CA
Position: Judicial Clerk

Name: **Donovan Main**
Phone: (213) 974-1829
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Class: 1969
Agency: Los Angeles County Counsel
Location: Los Angeles, CA

Position: Senior Assistant County Counsel
Specialty: Labor Law, Public Law

Name: Eric Maman
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Class: 1995
Agency: Century Pacific
Location: Los Angeles, CA
Position: Attorney
Specialty: Housing and Urban Law

Name: David Manella
Phone: (213) 485-7955
Class: 1974
Agency: Los Angeles City Attorney
Location: Los Angeles, CA
Position: Deputy City Attorney
Specialty: Criminal Law

Name: Alan Marks
Phone: (909) 387-5459
Class: 1969
Agency: Office of the San Bernardino County Counsel
Location: San Bernardino, CA
Position: County Counsel
Specialty: Municipal Law

Name: Sally Meloch
Phone: (213) 894-0334
E-mail: sally.meloch@usdoj.gov
Class: 1987
Agency: United States Attorney's Office, Major Crimes Section
Location: Los Angeles, CA
Position: Chief of the Major Crimes Section
Specialty: Criminal Law

Name: David Michaelson

Phone: (213) 974-1832
Class: 1988
Agency: Los Angeles County Counsel
Location: Los Angeles, CA
Position: Principal Deputy County Counsel
Specialty: Environmental Law, Planning, Zoning

Name: **Philip Miller**
Phone: (213) 974-1888
E-mail: pmiller@counsel.co.la.ca.us
Class: 1967
Agency: Los Angeles County Counsel
Location: Los Angeles, CA
Position: Principal Deputy County Counsel
Specialty: Civil Litigation, Employment Law

Name: **Steve Miller**
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E-mail: steve.miller2@usdoj.gov
Class: 1988
Agency: United States Attorney's Office
Location: San Diego, CA
Position: Assistant United States Attorney
Specialty: Criminal Law

Name: **Linda Mills-Coyne**
Phone: (310) 458-8336
Class: 1980
Agency: Santa Monica City Attorney's Office
Location: Santa Monica, CA
Position: Deputy City Attorney
Specialty: Municipal Law

Name: **Vivian Moreno**
Phone: (213) 974-3785
Class: 1989
Agency: Los Angeles County District Attorney's Office, Family Violence Unit
Location: Los Angeles, CA

Position: Deputy District Attorney
Specialty: Criminal Law

Name: Edward Moreton
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E-mail: ted.moreton@usdoj.gov
Class: 1985
Agency: United States Attorney's Office
Location: Los Angeles, CA

Name: Edward Moreton (con't)
Position: Assistant United States Attorney
Specialty: Criminal Law

Name: Shelley Morrison
Phone: (707) 445-7236
E-mail: morrison@humboldt1.com
Class: 1976
Agency: Humboldt County Counsel
Location: Eureka, CA
Position: Deputy County Counsel
Specialty: Municipal Law

Name: Jill Nagamine
Phone: (808) 587-2969
Class: 1981
Agency: Department of the Attorney General
Location: Honolulu, HI
Position: Deputy Attorney General
Specialty: Family Law

Name: John Nantroup
Phone: (818) 898-2511
Class: 1990
Agency: Los Angeles County District Attorney's Office
Location: Van Nuys, CA
Position: Assistant District Attorney
Specialty: Criminal Law, Government Law

Name: Erin Nordby
Phone: (408) 792-2976
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Class: 1995
Agency: Santa Clara County
Location: San Jose, CA
Position: Deputy District Attorney
Specialty: Government Law

Name: Kevin Norris
Phone: (909) 387-5455
Class: 1982
Agency: County of San Bernardino
Location: San Bernardino, CA
Position: Deputy County Counsel
Specialty: Government Law

Name: Robert Overby
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E-mail: robert.overby@coco.ocgov.com
Class: 1970
Agency: Orange County Counsel
Location: Orange, CA
Position: Deputy County Attorney
Specialty: Municipal Law

Name: George Palmer
Phone: (213) 974-5911
Class: 1969
Agency: Los Angeles County District Attorney's Office
Location: Los Angeles, CA
Position: Head Deputy District Attorney
Specialty: Criminal Law

Name: Hyanne Park
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Agency: Legal Aid Foundation of Los Angeles
Location: Los Angeles, CA
Position: Staff Attorney
Specialty: Family Law

Name: **Jenny Park**
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Class: 1994
Agency: The Writers Guild of America
Location: Los Angeles, CA
Specialty: Labor Law

Name: **Mona Patel-Sikora**
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Class: 1990
Agency: Public Counsel Law Center
Location: Los Angeles, CA
Position: Staff Attorney
Specialty: Immigration Law

Name: **Jennifer Pell**
Phone: (562) 864-9935
E-mail: jpell@legal-aid.com
Class: 1995
Agency: Community Legal Services
Location: Norwalk, CA
Position: Staff Attorney
Specialty: Family Law

Name: **John Pomeranz**
Phone: work: (202) 822-6070; home: (703) 522-8927
Email: john@bungalow.org
Class: 1994
Agency: Alliance for Justice
Location: Washington D.C.
Position: Non-Profit Advocacy Counsel
Specialty: Public Interest Law

Name: **Therene Powell**
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Class: 1974
Agency: California State Public Defender
Location: San Francisco, CA
Position: Public Defender
Specialty: Criminal Law

Name: **Cynthia Prado**
Phone: (213) 229-5300
E-mail: cynthia_prado@dailyjournal.com
Class: 1999
Name: **Cynthia Prado (con't)**
Agency: Daily Journal Corporation
Location: Los Angeles, CA
Position: Legal Writer/Editor

Name: **Douglas Praul**
Phone: (215) 348-6700
E-mail: drpraul@cs.com
Class: 1974
Agency: Bucks County Court Administration
Location: Doylestown, PA
Position: Deputy Court Administration
Specialty: Government Law

Name: **Jim Preis**
Phone: (213) 484-1628
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Class: 1978
Agency: Mental Health Advocacy Services
Location: Los Angeles, CA
Position: Executive Director
Specialty: Mental Health Law, Government Benefits, Civil Rights, Discrimination, Juveniles and Special Education

Name: **Andrea Ramos**

E-mail: aramos@publiccounsel.org
Class: 1992
Agency: Public Counsel
Location: Los Angeles, CA
Specialty: Public Interest Law

Name: **Anthony Rayburn**
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Class: 1990
Agency: Los Angeles County Alternate Public Defender's Office
Location: Los Angeles, CA
Position: Deputy Alternate Public Defender
Specialty: Felony Criminal Matters

Name: **Cristina Rebeil**
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Class: 1996
Agency: Community Legal Services
Location: Los Angeles, CA
Position: Staff Attorney
Specialty: Family Law

Name: **Selwyn Reid**
Phone: (626) 858-2504
Class: 1974
Agency: Los Angeles County Child Support Services Department
Location: Covina, CA
Position: Head Attorney
Specialty: Family Law

Name: **Jennifer Rockwell**
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Class: 1995
Agency: California Attorney General's Office
Location: Sacramento, CA
Position: Deputy Attorney General

Specialty: Government Law

Name: Victor Romero
Phone: (717) 240-5245
Class: 1992
Agency: Penn State – Dickinson School of Law
Location: Carlisle, PA
Position: Professor
Specialty: Immigrants' Rights Law

Name: Robert Ross
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Class: 1973
Agency: United States Attorney's Office
Location: Portland, OR
Position: Attorney

Name: Robert Ross (con't)
Specialty: Government Law, Environmental Law

Name: Richard Rothschild
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Class: 1975
Agency: Western Center On Law & Poverty
Location: Los Angeles, CA
Position: Director of Litigation
Specialty: Poverty Law

Name: Kenneth Ryken
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Class: 1991
Agency: Alameda County District Attorney
Location: Hayward, CA
Position: Deputy District Attorney
Specialty: Criminal Law

Name: Bruce Saltzer
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Class: 1978
Agency: Association of Community Human Service Agencies
Location: Los Angeles, CA
Position: Executive Director
Specialty: Mental Health Issues, Foster Care Issues

Name: Enrique Sanchez
Phone: (805) 568-2950
Class: 1972
Agency: Santa Barbara County Counsel
Location: Santa Barbara, CA
Position: County Counsel
Specialty: Government Law

Name: Rhonda Saunders
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Class: 1982
Agency: Los Angeles County District Attorney's Office
(Stalking & Threat Assessment Unit)
Location: Van Nuys, CA
Position: Deputy District Attorney
Specialty: Criminal Law

Name: Eleanor Schneir
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E-mail: eschneir@co.la.ca.us
Class: 1982
Agency: Los Angeles County Public Defender's Office
Location: El Segundo, CA
Position: Deputy Public Defender
Specialty: Criminal Law

Name: Dorothy Schouten
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Class: 1977
Agency: Office of the United States Attorney
Location: Los Angeles, CA
Position: Assistant United States Attorney
Specialty: Government Litigation

Name: Mitzy Sharp Futro
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Class: 1999
Agency: Community Legal Resources
Location: Detroit, MI
Position: Fellow/Attorney
Specialty: Community Economic Development

Name: Harvey Silberman
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Class: 1992
Name: Harvey Silberman (con't)
Agency: Neighborhood Legal Service
Location: Pacoima, CA
Position: Attorney
Specialty: Family Law

Name: Brian Simpson
Phone: (415) 705-4415
Class: 1959
Agency: San Francisco Immigration Court
Location: San Francisco, CA
Position: Immigration Judge
Specialty: Immigration Law

Name: Morgan Staines
Phone: (916) 327-0171
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Class: 1979
Agency: California Department Alcohol & Drug Programs
Location: Sacramento, CA
Position: Staff Counsel III
Specialty: Health Law

Name: **Christina Stark**
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Class: 1991
Agency: County of Los Angeles Child Support Services Department
Location: Gardena, CA
Position: Attorney
Specialty: Government Law

Name: **Sue Stengel**
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Class: 1988
Agency: Anti-Defamation League
Location: Los Angeles, CA
Position: Western States Counsel
Specialty: Public Interest Law

Name: **Nancy Takade**
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Class: 1990
Agency: Los Angeles County Counsel
Location: Los Angeles, CA
Position: Attorney
Specialty: Government Law

Name: **Jeffrey D. Thompson**
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Class: 1981
Agency: Tenet HealthSystem
Location: Santa Ana, CA
Position: Senior Counsel

Specialty: Health Law

Name: Heidi Tuffias
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Class: 1990
Agency: Mosten & Tuffias
Location: Los Angeles, CA
Position: Partner
Specialty: Family Law (Certified Family Law Specialist)

Name: Thomas Tyner
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Class: 1980
Agency: The Trust for Public Land
Location: Seattle, WA
Position: Regional Counsel
Specialty: Land Use

Name: Howard Waco
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Class: 1964
Name: Howard Waco (con't)
Agency: Los Angeles County Public Defender's Office
Location: Los Angeles, CA
Position: Deputy Public Defender
Specialty: Criminal Law

Name: Richard Waldow
Phone: (213) 897-2456
Class: 1982
Agency: Attorney General's Office of California
Location: Los Angeles, CA
Position: Deputy Attorney General
Specialty: Health Law

Name: Linda Weisel
Phone: (919) 856-2210
Class: 1978
Agency: North Carolina Prisoner Legal Services
Location: Raleigh, NC
Position: Staff Attorney
Specialty: Civil Rights, Rights of Prisoners

Name: Darryl White
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Class: 1978
Agency: Department of Housing & Community Development
Location: Sacramento, CA
Position: Staff Counsel
Specialty: Government Law

Name: Belinda Whitsett
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Class: 1989
Agency: Department of Health Services
Location: Sacramento, CA
Position: Attorney
Specialty: Government Law

Name: Angela Williams
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Class: 1994
Agency: Los Angeles County Counsel
Location: Los Angeles, CA
Position: Deputy County Counsel
Specialty: Government Law

Name: Noah Wofsy
Phone: (202) 225-6060
Class: 1986

Agency: Office of Legislative Counsel, United States House of Representatives
Location: Washington D.C.
Position: Assistant Counsel
Specialty: Legislation, Health Law, Election Law, Campaign Finance

Name: Philip Wyels
Phone: (916) 341-5178
Class: 1992
Agency: State of California Water Resources Control Board
Location: Sacramento, CA
Position: Assistant Chief Counsel
Specialty: Environmental Law

Name: Karen Yazmajian
Phone: (718) 250-4208
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Class: 1991
Agency: Legal Aid Society
Location: New York, NY
Position: Attorney
Specialty: Public Interest Law

Name: Lloyd Yoshioka
Phone: (808) 523-4678
Specialty: Government law
E-mail: lsyosh@cs.com
Class: 1991
Agency: Office of Council Services - Honolulu
Location: Honolulu, HI
Position: Staff Attorney

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 Ian Boase
 Natalie Bocanegra

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 Theodore Cobb
 Rubin Cruse, Jr.
 Rebecca Durney
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 John Hahn
 Jeffrey B. Hayden

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Douglas Praul
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Tennessee

Pauline Aranas

Washington

Verna Bromley
Susan Fife-Ferris
Esther Larsen
Thomas Tyner

Washington D.C.

Suzanne Bell
Daniel Brown
Randall Hall
Alan Hoffman
Douglas Kmiec
John Pomeranz
Noah Wofsy

ALUMNI BY PRACTICE SPECIALTY

Children's Services

David Beaudet

Church Law & Non-Profit Law

William Bennett

Civil Litigation

Suzanne Bell

Civil Litigation & Employment Law

Philip Miller

Civil Litigation & Family Law

Paul Horton

Civil Rights Law

Gloria Castro

Maurice Destouet

Brett Dignam

Civil Rights Litigation, Disability Rights

Christopher Knaut

Civil Rights Litigation, Prisoner's Rights

Linda Weisel

Community Economic Development

Mitzy Sharp Futro

Constitutional Law

Deborah La Fetra

Constitutional Law, Civil Procedure, Pro

Bono Human Rights Work, Asylum for

Torture Victims

Lisa Kloppenberg

Consumer Law

Susan Henrichsen

Douglas Kmiec

Contracts, Property, Ethics, Remedies,

Arts & the Law

Cindy Carson

Criminal Law

Paul Ament

MacDonald Becket

Linda Beres

James Bianco

James Bozajian

Albert Camacho

Enrique Camarena

George Castello

Jackie Chooljian

Lucienne Coleman

Bella Dilworth

Anthony Ellis

Susan Ficcadenti

Mary Ann Galante

Michael Garcia

Kevin Greber

Latonya Hadnot

Clark Hansen

Christopher Harman

Spencer Hart

Samer Hathout

Thomas Havlena

Jeffrey B. Hayden

Patricia Johnson

Gregory Jones

Jeffrey Kahan

Gregory Kimmel

Richard Kraft

Jacquelyn Phillips Lacey

Linda Lebovitz

Joseph Lee

Richard Lee

David Manella

Sally Meloch

Steve Miller

Vivian Moreno

Edward Moreton

John Nantroupe

George Palmer

Therene Powell

Kenneth Ryken

Rhonda Saunders

Eleanor Schneir

Howard Waco

Criminal Law, Appellate

Thomas Hsieh

Criminal Law, Felony Matters

Anthony Rayburn

Criminal Law, Juvenile Appeals

Beverly Falk

Environmental Law & Land Use Law

Esther Larsen

Environmental Law

Verna Bromley

Jack Brown

Theodore Cobb
Everett Delano
Charles Getz
Philip Wyels

Environmental Law & Indian Law

David Getches

Environmental Law, Planning, Zoning

David Michaelson

Environmental Law, Resource

Conservation

Susan Fife-Ferris

Family Law

John Berglund

Caron Caines

Laura Fry

Jill Nagamine

Hyanne Park

Jennifer Pell

Cristina Rebeil

Selwyn Reid

Harvey Silberman

Heidi Tuffias

Federal Securities Law

Sandra J. Harris

Government Law

Natalie Bocanegra

Margery Bornstein

Joseph Cerullo

Benjamin Demayo

Rebecca Durney

Mallory Fujitani

Ada Gardiner

Randall Hall

John Heilman

Rose-Ellen Heinz

Alan Hoffman

Erin Nordby

Kevin Norris

Douglas Praul

Jennifer Rockwell

Robert Ross

Enrique Sanchez

Christina Stark

Nancy Takade

Darryl White

Belinda Whitsett

Angela Williams

Lloyd Yoshioka

Government Litigation

Dorothy Schouten

Health Care

Peter Lee

Health Law

Ian Boase

Donald Garner

Morgan Staines

Jeffrey D. Thompson

Richard Waldow

Health Policy

John Kotick

Housing Law & Urban Law

Eric Maman

Housing Law & Poverty Law

Susanne Browne

Immigrants' Rights Law

Victor Romero

Immigration Law

Daniel Brown

Hiram Kwan

Mona Patel-Sikora

Brian Simpson

**Intellectual Property, Corporations,
Computers & the Law**

Richard Gruner

Labor Law

Rocky Barilla

Rubin Cruse, Jr.

Erica Deutsch

Cynthia Hernandez

Jenny Park

Labor Law & Public Law

Donovan Main

Land Use

Thomas Tyner

**Legislation - Health Law, Election Law,
Campaign Finance**

Noah Wofsy

Library and Information Technology

Pauline Aranas

Mental Health Issues & Foster Care Issues

Bruce Saltzer

Mental Health Law

Margaret Brandow

Mental Health Law, Government Benefits, Civil Rights, Discrimination, Juveniles and Special Education

Jim Preis

Municipal Law

Gerald Blankenship

Leroy Blankenship

Mark Brown

John Fellows

Raymond Fortner

John Hahn

Alan Marks

Linda Mills-Coyne

Shelley Morrison

Robert Overby

Policy Work

Cindi Aronberg

Poverty Law

Richard Rothschild

Public Interest Law

Jill Franklin

Amie Jacoby-Thompson

John Pomeranz

Andrea Ramos

Sue Stengel

Karen Yazmajian

Trade Schools, Student Loans, Health and Government Benefits

Elena Ackel

Appendix C

THE DIRECTORY OF PUBLIC SERVICE ORGANIZATIONS

The following directory lists and describes the practices of over 130 public service organizations. The information listed includes the name, address, web site address, e-mail, and phone and fax numbers of the organization as well as the names of the contact persons. It also lists the specialty area(s) of the office and the typical duties a law student would perform. Finally, it lists the time commitment required and application procedures and deadlines. Immediately following the directory are indices of the organizations by practice area geographic location which may be helpful in navigating through the alphabetically-arranged directory. Though not all organizations can offer paid employment, they all have need for volunteers. Remember, a volunteer position can open the door to a paid position in the future.

1736 FAMILY CRISIS CENTER

2116 Arlington Avenue, Ste. 200, Los Angeles, CA 90018

601 S. Pacific Coast Highway, Redondo Beach, CA 90277

CONTACT: Rachel Estuar, Volunteer Coordinator

PHONE: (310) 792-5900 x 219 FAX: (310) 792-5903

E-MAIL: rcestuar@earthlink.net

DESCRIPTION: 1736 Family Crisis Center is a private, non-profit organization dedicated to ensuring the safety of runaway and homeless youth, battered women and their children, and others in need and to improving their prospects for long-term survival and success.

PRACTICE AREAS: Family Law, Violence Against Women Act, Childcare for Abused Children, Advocacy for Battered Women

TYPE OF WORK: Court accompaniment, Child care assistance; Tutoring; Mentoring

TIME COMMITMENT: Flexible. Varies by position

CONTACT PROCEDURES: Call directly and ask for an application

ACLU OF SOUTHERN CALIFORNIA

1616 West Beverly Boulevard, P.O. Box 26907, Los Angeles, CA 90026-9938

WEB SITE: www.aclu-sc.org

CONTACT: Elizabeth Schroeder, Associate Director

PHONE: (213) 977-9500 FAX: (213) 250-3919

E-MAIL: lschroeder@aclu-sc.org

DESCRIPTION: The American Civil Liberties Union is the nation's foremost advocate of individual rights and equal justice, and leading guardian against unwarranted government interference and abuse. Since 1920, the mission of the ACLU has been to preserve the rights and freedoms guaranteed by the

US Constitution and the Bill of Rights. Today, the ACLU fights to defend the Constitution for each new generation - and to extend constitutional rights to groups that have traditionally been denied them. The ACLU is best known for our litigation efforts; many of our ground-breaking cases have changed lives and made history. We also work for change through public education, community activism, public policy analysis, and governmental lobbying. The ACLU is a non-profit, non-partisan, private organization divided into 51 affiliates throughout the nation, with a national office headquartered in New York. The ACLU of Southern California (ACLU/SC) founded in 1923 - is one of the largest and most progressive affiliates in the country.

PRACTICE AREAS: Civil liberties and Civil rights including: Children's rights; Employment discrimination; Death penalty; International law as applied to domestic civil liberties; Lesbian and gay rights; Poverty law; Voting rights

NUMBER OF ATTORNEYS: 7

TYPE OF WORK: Prepare motions, Interview witnesses, Accompany lawyers to court, Interview clients, Organize testimony, Read transcripts, Research memos

TIME COMMITMENT: 15-20 hours per week

OTHER: ACLU takes part in the On-Campus Interview program

CONTACT PROCEDURES: Mail cover letter, resume, and writing sample

AIDS PROJECTS LOS ANGELES, GOVERNMENT AFFAIRS DEPARTMENT

3550 Wilshire Boulevard, Suite 300, Los Angeles, CA 90010

WEBSITE: www.apla.org/apla/gov/govaff.html

CONTACT: Debra Nichols, Intern Coordinator

PHONE: (213) 201-1624 **FAX:** (213) 201-1598

E-MAIL: dnichols@apla.org

DESCRIPTION: AIDS Project Los Angeles (APLA) is a private, non-profit, community based organization that exists to ensure the dignity and self respect of people with HIV/AIDS, through the provision of vital human support services to people with HIV/AIDS and their loved ones. Additionally, APLA provides risk reduction education and information for persons primarily affected by and at risk for HIV/AIDS and the general public.

PRACTICE AREAS: AIDS

TYPE OF WORK: Under the direction of the Senior Policy Analyst, interns will assist in the development and execution of special policy-related projects. Past projects have included the development of policy position papers on particular current HIV/AIDS issues such as HIV Surveillance at the federal, state and local levels. The policy analyst intern will primarily be doing research and writing work.

TIME COMMITMENT: 3 to 6 month commitment

CONTACT PROCEDURES: Contact the intern coordinator directly

ALLIANCE FOR CHILDREN'S RIGHTS

3333 Wilshire Boulevard, Suite 550, Los Angeles, CA 90010

WEBSITE: www.kids-alliance.org

CONTACT: Amy Pellman, Supervising Attorney

PHONE: (213) 368-6010 FAX: (213) 368-6016
E-MAIL: a.pellman@kids-alliance.org

DESCRIPTION: The organization is Los Angeles' only free legal services, information clearinghouse, and social service referral organization devoted solely to helping children in poverty. The Alliance's mission is to provide poor children with free legal representation and appropriate social service referrals.

PRACTICE AREAS: Adoption, Children's rights, Emancipation, Government benefits, Guardianship, Health care, Special Education, Other legal issues pertaining to children

NUMBER OF ATTORNEYS: 4

TYPE OF WORK: Research, Client intake and interviews, Legal writing

TIME COMMITMENT: Varies, however must be available twice a week

CONTACT PROCEDURES: Cover letter and resume within first two weeks of semester

AMERICAN ASSOCIATION OF SINGLE PEOPLE

415 E. Harvard Street, Suite 204, Glendale, CA 91205

WEB SITE: www.unmarriedamerica.org

CONTACT: Tom Coleman, Executive Director

PHONE: (800) 993-AASP FAX: (818) 242-5103

E-MAIL: unmarried@earthlink.net

DESCRIPTION: The American Association for Single People was formed to fill a void in civil rights advocacy. The organization makes marital status discrimination its top priority and protects the rights of single persons whether they live alone or with someone else, whether they are straight, gay, or bisexual, whether they are young or old, with or without a disability, and regardless of race or ethnicity.

PRACTICE AREAS: Marital status discrimination, Domestic partner rights, Family diversity, Privacy rights, Constitutional law, Civil rights, Employment discrimination, Housing discrimination

NUMBER OF ATTORNEYS: 1

TYPE OF WORK: Research and writing, Monitoring legislation, Updating website information, Public education

TIME COMMITMENT: 8-10 hours week preferred

CONTACT PROCEDURES: Call directly

ANTI-DEFAMATION LEAGUE OF B'NAI B'RITH (ADL)

10495 Santa Monica Boulevard, Los Angeles, CA 90025

WEB SITE: www.adl.org

CONTACT: Sue Stengel, Western States Counsel

PHONE: (310) 446-8000 FAX: (310) 470-8712

E-MAIL: stens@adl.org

DESCRIPTION: The Anti-Defamation League remained true to our original mission: to fight anti-Semitism and bigotry, and promote respect among diverse groups in America and the world. Whether in cyberspace,

international affairs, civil rights, national policy, educational programs, community outreach or informational materials, our voice was heard. From small-town schools to the halls of Congress, the Vatican to the Middle East, ADL acted on principle to help change the world.

PRACTICE AREAS: Civil rights

NUMBER OF ATTORNEYS: 2 Practicing and 1 Estate Planner

TYPE OF WORK: Research and writing, Client intake of discrimination complaints, Separation of church and state complaints, Interview clients and witnesses

TIME COMMITMENT: Flexible, but prefers 12 hours per week

OTHER: Prefers coursework in Constitutional law

CONTACT PROCEDURES: Call Sue Stengel directly for openings

ASIAN PACIFIC AMERICAN DISPUTE RESOLUTION CENTER (APADRC)

1145 Wilshire Boulevard, Suite 100, Los Angeles, CA 90017

WEB SITE: www.apadrc.org

CONTACT: Volunteer Coordinator

PHONE: (213) 250-8190 **FAX:** (213) 250-8195

E-MAIL: apadrc@sbcglobal.net

DESCRIPTION: The Asian Pacific American Dispute Resolution Center provides mediation and conflict resolution services to the diverse communities in the Los Angeles region. Through our mediation services, we offer people an alternative to costly and time consuming court services. We also strive to improve human relations and race relations by addressing complex, cross-cultural community conflicts and their root causes through collaboration with community partners. We are dedicated to serving traditionally under-served and underrepresented people in order to ensure equal access for all.

PRACTICE AREAS: Mediation and conflict resolution

NUMBER OF ATTORNEYS: 1

TYPE OF WORK: Client intake, Case handling, Community outreach, General administration, Possibility of observing and participating in mediation, Assisting with community education

TIME COMMITMENT: 3 days a week, 10-15 hours per week, for a minimum of 16 weeks

OTHER: Any Asian language speaking skills

CONTACT PROCEDURES: Call directly, e-mail, or fax resume and cover letter outlining skills and interests

ASIAN PACIFIC AMERICAN LEGAL CENTER

1145 Wilshire Boulevard, 2nd Floor, Los Angeles, CA 90017

WEB SITE: www.apalc.org

CONTACT: Rebecca Shea, Volunteer Coordinator

PHONE: (213) 977-7500 **FAX:** (213) 977-7595

DESCRIPTION: The Asian Pacific American Legal Center (APALC) was established in 1983 as a nonprofit 501(c)3 and has become the largest organization in southern California that provides Asian and Pacific Islander (API) and other communities with multi-lingual, culturally sensitive services and legal

education. Our in-house attorneys and paralegals have developed expertise in a variety of areas, such as immigration and naturalization, workers' rights, family law and domestic violence, immigrant welfare, voting rights and anti-discrimination, and have also worked towards building inter-ethnic relations.

PRACTICE AREAS: Family law, Citizenship/Immigration, Employment, Public benefits, Landlord-tenant, Consumer rights, Anti-discrimination, Worker's rights, Immigrant welfare

NUMBER OF ATTORNEYS: 13

TYPE OF WORK: Client intake and interviews, Research, Translation, Attend court proceedings and workshops, Policy advocacy, and Community education.

TIME COMMITMENT: Minimum of 12-15 hours per week for 10-12 weeks

OTHER: Preference for Asian language ability, commitment to public interest law, social justice and community empowerment.

CONTACT PROCEDURES: Mail resume, cover letter, completed application (available on website) and optional writing sample

ASOCIACION DE SALVADOREÑOS DE LOS ANGELES

660 South Bonnie Brae Street, P.O. Box 17729, Los Angeles, CA 90017-0729

CONTACT: Salvador Canas

PHONE: (213) 483-1244 **FAX:** (213) 483-9832

E-MAIL: asosal@pacbell.net

DESCRIPTION: Community based organization that assists low-income families with their immigration procedures.

PRACTICE AREAS: Immigration, Work authorizations, Asylum applications, Community education, Advice and referrals

NUMBER OF ATTORNEYS: 1

TYPE OF WORK: Research and writing, Assisting in case preparation

TIME COMMITMENT: Flexible

OTHER: Bilingual (Spanish) preferred

CONTACT PROCEDURES: Mail resume and writing sample

BET TZEDEK LEGAL SERVICES

145 South Fairfax Avenue, Suite 200, Los Angeles CA 90036

WEB SITE: www.bettzedek.org

CONTACT: Robin Sommerstein, Volunteer Coordinator

PHONE: (323) 939-0506 x 814 **FAX:** (323) 939-1040

E-MAIL: rsommerstein@bettzedek.org or humanresources@bettzedek.org

DESCRIPTION: Bet Tzedek, "The House of Justice," provides free legal assistance to thousands of people who would otherwise be unable to afford to retain lawyers for themselves. Bet Tzedek was founded in 1974 by a few individuals who sought to act upon a central tenet of Jewish law and tradition, which appears in the Bible: "Tzedek, tzedek tirdof -- Justice, justice shalt thou pursue." This doctrine decrees that it is the duty of all men and women to advocate the just causes of the poor and helpless. Although Bet

Tzedek remains intent on assuring that the legal needs of the Jewish poor are fulfilled, we recognize that it is our duty to serve the entire community. For this reason, Bet Tzedek has always provided assistance to all eligible needy residents throughout Los Angeles County, regardless of their racial, religious or ethnic background. Indeed, at the House of Justice, we believe that all of the groups in our wonderfully diverse society are strengthened when bridges are built that bring us together in a common, noble. the people who are Bet Tzedek -- the lawyers and non-lawyers, staff members and volunteers, contributors and clients -- our mission, therefore, is to pursue equal justice for all.

PRACTICE AREAS: Bankruptcy, Conservatorship and guardianship, Consumer protection, Disability/overpayment supplemental security income, Holocaust reparation/German restitution, Landlord/tenant, Nursing home patient advocacy

NUMBER OF ATTORNEYS: 22

TYPE OF WORK: Client intake and consultation, Conduct administrative hearings, Draft pleadings, court forms and correspondence under the supervision of litigation attorneys

TIME COMMITMENT: Eight hours per week during the school year - 12 week minimum

CONTACT PROCEDURES: During the school year contact Robin Sommerstein. Summer applicants mail resume and writing sample.

BREAK THE CYCLE

P.O. Box 64996, Los Angeles, CA 90064

WEB SITE: www.break-the-cycle.org

CONTACT: Volunteer Coordinator

PHONE: (310) 286-3366 **FAX:** (310) 286-3386

E-MAIL: volunteer@break-the-cycle.org

DESCRIPTION: Legal Assistant to teens who are victims of domestic violence

PRACTICE AREAS: Domestic violence, Education and outreach

NUMBER OF ATTORNEYS: 6

TYPE OF WORK: Research and writing

TIME COMMITMENT: Flexible

OTHER: Spanish, and experience or interest in domestic violence and youth issues

CONTACT PROCEDURES: Call directly for a volunteer application.

CALIFORNIA ATTORNEY GENERAL'S OFFICE (CONSUMER SECTION)

300 S. Spring Street 11th Fl., North Tower, Los Angeles, CA 90013

WEB SITE: www.caag.state.ca.us

CONTACT: Michele Van Gelderen, Deputy Attorney General

PHONE: (213) 897-6027 **FAX:** (213) 897-4951

E-MAIL: michele.vangelderen@doj.ca.gov

DESCRIPTION: The Consumer Law Section works to protect consumers statewide against deceptive and unfair business practices and misleading advertising. Attorneys in the Consumer Law section work with investigators and legal assistants to develop evidence of wrongful practices, and then file civil actions to enjoin the misconduct, to recover restitution for the consumer victims, and to obtain payment of civil

penalties. Because of the broad scope of the consumer protection laws, the Section is involved in a wide variety of areas, including: telemarketing; telecommunications; e-commerce; travel; credit; housing; automotive rentals, sales and repairs.

PRACTICE AREAS: Consumer law

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Resume and writing sample

CALIFORNIA ATTORNEY GENERAL'S OFFICE (CRIMINAL DIVISION)

300 S. Spring Street 5th Fl., North Tower, Los Angeles, CA 90013

WEB SITE: www.caag.state.ca.us

CONTACT: Brad Levenson

PHONE: (213) 620-6449

E-MAIL: brad.levenson@doj.ca.gov

DESCRIPTION: The Attorney General represents the people of California in civil and criminal matters before trial, appellate and the supreme courts of California and the United States. The Attorney General also serves as legal counsel to state officers and, with few exceptions, to state agencies, boards and commissions.

PRACTICE AREAS: Primarily criminal appeals

NUMBER OF ATTORNEYS: 115

TYPE OF WORK: Preparing respondent's briefs; Legal analysis; Research and writing on issues of criminal law and procedure; Evidence; Constitutional law.

TIME COMMITMENT: Full-time during summer and two days per week during Fall and Spring

OTHER: Criminal law and evidence required. Prefers strong research and writing skills.

CONTACT PROCEDURES: Summer: OCI; Fall and Spring: Mail resume, cover letter, 2 writing samples, and transcript

CALIFORNIA ATTORNEY GENERAL'S OFFICE (ENVIRONMENT SECTION)

300 S. Spring Street 11th Fl., North Tower, Los Angeles, CA 90013

WEB SITE: www.caag.state.ca.us

CONTACT: Ann Rushton, Deputy Attorney General

PHONE: (213) 897-2608 FAX: (213) 897-2802

E-MAIL: ann.rushton@doj.ca.gov

DESCRIPTION: The Attorney General represents the people of California in civil and criminal matters before trial, appellate and the supreme courts of California and the United States. The Attorney General also serves as legal counsel to state officers and, with few exceptions, to state agencies, boards and commissions.

PRACTICE AREAS: Environmental law; Government law

NUMBER OF ATTORNEYS: 10

TYPE OF WORK: General litigation and administrative practice; Preparation of memoranda, briefs, pleadings, discovery; Attendance at court hearings, meetings; Negotiations.

TIME COMMITMENT: 16 hours per week during school year; Full-time during summer

OTHER: Environmental law preferred

CONTACT PROCEDURES: Mail resume, transcript, and writing sample

CALIFORNIA ATTORNEY GENERAL'S OFFICE (Natural Resources Section)

300 S. Spring Street 11th Fl., North Tower, Los Angeles, CA 90013

WEB SITE: www.caag.state.ca.us

CONTACT: Helen Arens, Deputy Attorney General

PHONE: (213) 897-2607 FAX: (213) 897-2802

E-MAIL: helen.arenas@doj.ca.gov

DESCRIPTION: Represents state agencies responsible for protecting California's natural resources. Represents the State Department of Food and Agriculture and the Department of Housing and community development.

PRACTICE AREAS: Environmental law, Contracts law, Regulatory law

NUMBER OF ATTORNEYS: 9

TYPE OF WORK: Research and writing, Attending hearings and depositions, Brown bag lunches, Attend court of appeal proceedings

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Mail resume and writing sample

CALIFORNIA INDIAN LEGAL SERVICES

609 South Escondido Boulevard, Escondido, CA 92025

WEBSITE: www.calindian.org

CONTACT: Summer Nelson, Administrative Assistant

PHONE: (760) 746-8941 FAX: (760) 746-1815

E-MAIL: summer@calindian.org

DESCRIPTION: California Indian Legal Services is a statewide non-profit corporation that provides free and low-cost legal services to Indians and Indian tribes. CILS is governed by an Indian Board of Trustees selected by California Indian tribes and other Indian organizations. CILS' primary funding sources are the Legal Services Corporation, California State Bar Trust Fund and many tribal grants and contracts. Each year CILS represents approximately fifty Indian tribes, and two thousand families on cases that span the complete range of federal Indian law and tribal representation.

PRACTICE AREAS: Federal Indian Law

TYPE OF WORK: Law Clerks work under the supervision of the Directing Attorneys: (1) conducting client intakes, appointments and maintaining client files and records, (2) conducting case and legislative research, (3) drafting pleadings, discovery requests, motions and memoranda, (4) completing other assignments consistent with the request of a supervising attorney.

CONTACT PROCEDURES: Send cover letter, resume and writing sample, and transcript.

CALIFORNIA PUBLIC INTEREST RESEARCH GROUP (CALPIRG)

3435 Wilshire Boulevard #385, Los Angeles, CA 90010

WEB SITE: www.calpirg.org

CONTACT: Wendy Wendlandt

PHONE: (213) 251-3680 FAX: (213) 251-3699

E-MAIL: calpirg@pirg.org

DESCRIPTION: CALPIRG works on public interest issues such as protecting the environment, consumers, and promoting government reform.

PRACTICE AREAS: Environmental, Consumer protection issues, Government reform

NUMBER OF ATTORNEYS: 2

TYPE OF WORK: Research and writing

TIME COMMITMENT: Flexible

OTHER: We hire graduating law students across the country to work with us. Visit our website for more information.

CONTACT PROCEDURES: E-mail resume and cover letter

CALIFORNIA TEACHER'S ASSOCIATION

11745 E. Telegraph Rd., Los Angeles, CA 90670

WEB SITE: www.cta.org

CONTACT: Brenda Sutton-Wills, Staff Counsel

PHONE: (562) 942-7979 FAX: (310) 645-1832

E-MAIL: bsutton-wills@cta.org

DESCRIPTION: The California Teachers Association exists to protect and promote the wellbeing of its members; to improve the conditions of teaching and learning; to advance the cause of free, universal, and quality public education; to ensure that the human dignity and civil rights of all children and youth are protected; and to secure a more just, equitable, and democratic society.

PRACTICE AREAS: Labor, Education, Administrative, Constitutional, and Employment law

NUMBER OF ATTORNEYS: 4

TYPE OF WORK: Legal research, Drafting of pleadings and various correspondences

TIME COMMITMENT: Case by Case

OTHER: Labor law preferred

CONTACT PROCEDURES: Mail cover letter, resume, and writing sample

CALIFORNIA WOMEN'S LAW CENTER

3460 Wilshire Boulevard, Suite 1102, Los Angeles, CA 90010

WEB SITE: www.cwlc.org

CONTACT: Nancy Solomon

PHONE: (213) 637-9900 x 204 FAX: (213) 637-9909

E-MAIL: cwlc@cwlc.org

DESCRIPTION: The California Women's Law Center works to advance, secure and protect the civil rights of women and girls in California. The Center uses innovative strategies and partnerships to create systemic change and meet the varied, while interconnected, needs of women and girls, regardless of race, class, sexual orientation, ethnicity or age.

PRACTICE AREAS: Child care, Civil rights, Employment, Family Law, Health care, Sex discrimination, Violence against women

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Research and Writing, Working with community organizations and legal services offices

TIME COMMITMENT: Varies

OTHER: Interest in public interest law and prefers 2Ls

CONTACT PROCEDURES: Mail a letter and resume

CENTER FOR GOVERNMENTAL STUDIES

10951 West Pico Boulevard, Suite 120, Los Angeles, CA 90064

WEB SITE: www.cgs.org

CONTACT: Rebecca Schwaner, Personnel Manager

PHONE: (310) 470-6590 x 113 **FAX:** (310) 475-3752

E-MAIL: rschwaner@cgs.org

DESCRIPTION: The Center for Governmental Studies is a nonprofit, nonpartisan organization which studies and helps implement innovative approaches to improving social problems and the processes of self-government. The Center is a 501(c)(3) public charity. The Center's mission is to use a wide range of strategies including research, analysis, technology and education to develop and help implement important reforms in such public policy areas as governance, finance, media, communications, education and health. The Center was established in 1983 by Tracy Westen, an expert in government, public interest law, teaching and media reform, and Robert Stern, an expert in government, public interest law and campaign finance reform. During the past 19 years the Center has become a leading authority in the field of Campaign Finance reform and developed an impressive record of program development and publication in this area as well as other areas of governance and public policy.

NUMBER OF ATTORNEYS: 3

PRACTICE AREAS: Campaign financing, Judicial elections, Ethics, Government lobbying, Elections and Governmental reform

TYPE OF WORK: Legal research and writing, Data collection, Generating reports, Model law drafting

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Call directly or Mail resume and cover letter

CENTER FOR HEALTH CARE RIGHTS

520 S. Lafayette Park Place, Suite 214 Los Angeles, CA 90057

WEB SITE: www.healthcarerights.org

CONTACT: Demetria Boykins-Chestnutt, Operations Director

PHONE: (213) 383-4519 FAX: (213) 383-4598

E-MAIL: center@healthcarerights.org

DESCRIPTION: The Center for Health Care Rights is a consumer health care policy organization.

PRACTICE AREAS: Consumer health issues concerning Medicare

NUMBER OF ATTORNEYS: 1

TYPE OF WORK: Client contact, Research and Writing

TIME COMMITMENT: Minimum of 18 hours per week

OTHER: Good research skills, computer literate, bilingual a plus

CONTACT PROCEDURES: E-mail cover letter and resume

CENTER FOR LAW IN THE PUBLIC INTEREST

3250 Ocean Park Boulevard, Suite 300, Santa Monica, CA 90405-3219

WEB SITE: www.clipi.org

CONTACT: Lin-Min Kong, Attorney

PHONE: (310) 314-1947 FAX: (310) 314-1957

E-MAIL: lmkong@clipi.org

PRACTICE AREAS: Civil rights, Juvenile justice, Education law, Environmental justice, and Impact litigation

NUMBER OF ATTORNEYS: 6

TYPE OF WORK: General litigation experience, reasearch and writing.

TIME COMMITMENT: Flexible

OTHER: Demonstrated interest in public interest. Also, hires graduating third year students for Fellowship positions.

CONTACT PROCEDURES: Call or e-mail cover letter, resume, and references

CENTER FOR NONPROFIT MANAGEMENT

606 S. Olive Street, Suite 2450, Los Angeles, CA 90014

WEB SITE: www.cnmsocal.org

CONTACT: Alice Espie, Director of Education and Information Services or Marcia Schmitz

PHONE: (213) 623-7080 FAX: (213) 623-7460

E-MAIL: main@cnmsocal.org

DESCRIPTION: The Center for Nonprofit Management fosters healthy neighborhoods and communities by improving the performance of nonprofit organizations addressing critical issues and serving under served populations. Established in 1979 by the corporate and foundation community, the Center for Nonprofit Management helps nonprofit organizations more effectively fulfill their missions by providing the highest quality professional management information, education, training, consulting and sector labor market analysis services.

NUMBER OF ATTORNEYS: 1

PRACTICE AREAS: Non-profit organizations, Tax law, Employment

TYPE OF WORK: Assist in client counseling and library research

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Mail resume and cover letter; follow-up with a phone call

CENTRAL AMERICAN RESOURCE CENTER (CARECEN)

2845 W. Seventh Street, Los Angeles, CA 90005

WEB SITE: www.carecen-la.org

CONTACT: Robert Foss, Legal Director

PHONE: (213) 385-7800 x 153 **FAX:** (213) 385-1094

E-MAIL: rfoss@carecen-la.org

DESCRIPTION: Serving Central American refugees and immigrants in the Pico-Union area of Los Angeles. The center serves as a hub for educational and cultural enrichment, immigration and legal services, and pro-active programs created to foster citizenship and civic participation.

PRACTICE AREAS: Immigration - high impact litigation; Human rights issues; Political asylum

NUMBER OF ATTORNEYS: 2

TYPE OF WORK: Assist clients with preparation of political asylum applications and at hearings, Research and writing, Clinical intake and counseling, INS detention center counseling, Preparation of appellate briefs

TIME COMMITMENT: Case by Case

OTHER: Bilingual ability in Spanish and English required to do client contact

CONTACT PROCEDURES: Mail resume and cover letter

CHULA VISTA CITY ATTORNEY'S OFFICE

276 Fourth Street, Chula Vista, CA 91910

WEB SITE: www.ci.chula-vista.ca.us/atty.htm

CONTACT: John Kaheny, City Attorney

PHONE: (619) 691-5037 **FAX:** (619) 409-5823

E-MAIL: jkaheny@ci.chula-vista.ca.us

DESCRIPTION: The City Attorney's Office represents and advises the City Council and all officers in all matters of law pertaining to the City. It also prosecutes/defends all criminal/civil actions.

PRACTICE AREAS: Municipal law, Municipal finance, Criminal law, Environmental law, Litigation, Housing, Zoning, Insurance, Employment, Civil Rights, Government Contracts, Land Use

NUMBER OF ATTORNEYS: 8

TYPE OF WORK: Interns are assigned to the litigation or administrative divisions of the office. Interns perform a variety of tasks including drafting legal documents, research and appearing with supervising attorneys in court proceedings.

TIME COMMITMENT: 12 hours per week

CONTACT PROCEDURES: Send Resume and cover letter

CITY OF LOS ANGELES ETHICS COMMISSION

200 North Spring Street #2410, Los Angeles, CA 90012

WEB SITE: www.ethics.lacity.org

CONTACT: Bruce Aoki, Deputy Executive Director

PHONE: (213) 978-1960 FAX: (213) 978-1988

E-MAIL: baoki@ethics.lacity.org

DESCRIPTION: The Los Angeles City Ethics Commission administers and enforces the City's laws that help ensure government decisions are made in the public interest, untainted by consideration of private gain or the influence of special interests. To accomplish this goal, the City Ethics Commission and its full time staff administer mandated ethics, campaign finance, and lobbying programs, introduce new ethics reforms, conduct investigations, monitor campaign activities, analyze and summarize disclosure reports, and advise City officials and the public about the law.

PRACTICE AREAS: Local government, Campaign finance, Administrative law, Political/legal ethics, Enforcement

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Research and writing, Assisting investigations, Assisting administrative prosecutions of violations of government ethics, campaign finance, and lobbying laws

TIME COMMITMENT: Prefers 20 hours per week

OTHER: prefer coursework in administrative law

CONTACT PROCEDURES: Call directly

CIVIC RESOURCE GROUP

3435 Ocean Park Boulevard, Suite 108, Santa Monica, CA 90405

WEB SITE: www.civicresource.com

CONTACT: Robert McConnachie, President

PHONE: (310) 392-9266 FAX: (310) 392-3664

E-MAIL: robertmc@civicresource.com

DESCRIPTION: Civic Resource Group (CRG) provides strategies, solutions, and tools that empower organizations and businesses operating in the civic sector to operate more efficiently, communicate more effectively, and connect with their communities.

PRACTICE AREAS: Interactive media consulting for public service and non-profit organizations primarily in the government and non-profit sectors.

NUMBER OF ATTORNEYS: 1

TYPE OF WORK: Research and writing, Participating in interactive outreach projects, Conducting legal studies on Internet regulations

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: E-mail resume and cover letter

COALITION FOR HUMANE IMMIGRANTS RIGHTS IN LOS ANGELES

1521 Wilshire Boulevard, Los Angeles, CA 90017

WEB SITE: www.chirla.org

CONTACT: Debra Donnell, Director of Administration

PHONE: (213) 353-1333 FAX: (213) 353-1344

E-MAIL: ddonnell@chirla.org

DESCRIPTION: Mission is to advance the human and civil rights of immigrants and refugees and to promote better human relations in the city of Los Angeles.

PRACTICE AREAS: Civil rights, Community education, Legal information, Public policy advocates for rights of immigrants

NUMBER OF ATTORNEYS: 2

TYPE OF WORK: Legislative analysis, Proposals for regulation, Drafting educational materials

TIME COMMITMENT: Varies from project to project, but a minimum of 6 hours per week

OTHER: Bilingual preferred

CONTACT PROCEDURES: Mail resume and cover letter to Debra Donnell, or call the office

COALITION OF CONCERNED LEGAL PROFESSIONALS

1286 S. Sycamore Avenue, Los Angeles, CA 90019

CONTACT: Dan Fiske, Operations Manager

PHONE: (323) 934-2569 FAX: call before sending

DESCRIPTION: CCLP is a free and voluntary unincorporated association of attorneys, paralegals, legal administrators, secretaries, court reporters, law students and other concerned community members who have united to commit time and skills and resources to promote access to justice for the growing number of people who otherwise cannot afford legal recourse and hence are denied due process. CCLP enables law professionals to promote legal representation as a right rather than a luxury few can afford, through an ethical framework of pro bono assistance to low income workers. CCLP's efforts are unique because CCLP unites legal professionals and resources with grassroots organizing drives that deal with everyday problems affecting those workers. CCLP publishes *Verdict* magazine, and the Southern California chapter of CCLP publishes *The Gavel* newsletter. CCLP needs volunteers 365 days/year to help with a number of specific projects, but also in general to help reach others who are concerned and understand that it is absolutely critical that persons of principle stand together in the cause for justice for all poor and minority working people and to fight to uphold Constitutional protections for us all.

PRACTICE AREAS: CCLP sponsors "Know Your Law" sessions with volunteer lawyers who speak to community residents on topics within the attorney's area of expertise.

NUMBER OF ATTORNEYS: Many

TYPE OF WORK: Grassroots organizing, Assist in preparation and running of "Know Your Law" sessions, Assist with community based publications, including *Verdict* magazine and *The Gavel* newsletter, Prisoner correspondence project

TIME COMMITMENT: Flexible

OTHER: Interest in assisting the low income community

CONTACT PROCEDURES: Call directly

COMMODITY FUTURES TRADING COMMISSION

10900 Wilshire Boulevard, Suite 400, Los Angeles, CA 90024

WEB SITE: www.cftc.gov

CONTACT: Jack Barrett, Regional Counsel

PHONE: (310) 443-4700 FAX: (310) 443-4745

DESCRIPTION: The Commodity Futures Trading Commission (CFTC) was created by Congress in 1974 as an independent agency with the mandate to regulate commodity futures and option markets in the United States. The agency protects market participants against manipulation, abusive trade practices and fraud. Through effective oversight and regulation, the CFTC enables the markets to serve better their important functions in the nation's economy--providing a mechanism for price discovery and a means of offsetting price risk.

PRACTICE AREAS: Civil enforcement in the investment/finance area.

NUMBER OF ATTORNEYS: 6

TYPE OF WORK: Research and writing, Participating in complex financial investigations, and Assisting in the production of court pleadings

TIME COMMITMENT: Flexible; allows split summers

CONTACT PROCEDURES: Mail resume and cover letter to the Los Angeles office and to Christopher Arntzen, FTC Human Resources, Three Lafayette Centre, 1155 21st Street, NW, Washington DC 20581

COMMUNITIES FOR A BETTER ENVIRONMENT - OAKLAND

1611 Telegraph Avenue, Room #450, Oakland, CA 94612

WEBSITE: www.cbecal.org

CONTACT: Will Rostov, Staff Attorney

PHONE: (510) 302-0430 FAX: (510) 302-0438

E-MAIL: wrostov@cbecal.org

DESCRIPTION: For more than 23 years CBE has focused on environmental health and justice issues that affect the residents of the San Francisco Bay Area and the Los Angeles Basin. Recognizing that environmentally healthy urban communities are vital to the economy, and that industrial pollution most often threatens the health of residents who have the least ability to protect themselves from toxic hazards, CBE has an impressive record working directly with communities to address the root causes of pollution and to combine scientific and legal resources with organizing strategies that can educate and transform both local residents and industry.

PRACTICE AREAS: Environmental law, environmental justice

TYPE OF WORK: Research and writing in environmental law primarily under the Clean Air Act, the Clean Water Act, Proposition 65 (CA), CEQA, NEPA

COMMUNITY LEGAL SERVICES - COMPTON

725 West Rosecrans Avenue, Los Angeles, CA 90222

WEB SITE: www.legal-aid.com

CONTACT: Julius Wesson, Directing Attorney

PHONE: (310) 638-6194 FAX: (310) 631-7382

E-MAIL: jwesson@legal-aid.com

DESCRIPTION: Full service legal aid office providing services that range from advising counsel, preparing necessary legal documents, to full representation of clients.

PRACTICE AREAS: Civil law, Housing law, Family law, Government benefits, Social security, Consumer law, and Domestic violence

NUMBER OF ATTORNEYS: 4

TYPE OF WORK: Client intake, Paperwork, Research and writing, Representation in administrative hearings

TIME COMMITMENT: Varies, although students are encouraged to participate regularly. Domestic violence clinic hours are Monday through Friday, 9:00am-12:00pm

CONTACT PROCEDURES: Mail resume and cover letter and follow up with a phone call.

COMMUNITY LEGAL SERVICES - NORWALK

11834 E. Firestone Boulevard, Norwalk, CA 90650

WEB SITE: www.legal-aid.com

CONTACT: Anthony Filer, Supervising Attorney

PHONE: (562) 864-9935 x 311 FAX: (562) 863-8853

E-MAIL: afiler@legal-aid.com

DESCRIPTION: Full service legal aid office providing services that range from advising counsel, preparing necessary legal documents, to full representation of clients.

PRACTICE AREAS: Civil law, Housing law, Family law, Government benefits, Social security, Consumer law, and Domestic violence

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Client intake, Paperwork, Research and writing, Representation in administrative hearings (certified law clerks will get opportunities before the court)

TIME COMMITMENT: Varies, although students are encouraged to participate regularly. Clinic hours are Monday through Friday, 9:00am-12:00pm

CONTACT PROCEDURES: Mail resume and cover letter and call the office

CONSTITUTIONAL RIGHTS FOUNDATION

601 S. Kingsley Drive, Los Angeles, CA 90005

WEB SITE: www.crf-usa.org

CONTACT: Laura Wesley, Director of Law Programs

PHONE: (213) 316-2128 FAX: (213) 386-0459

E-MAIL: laura@crf-usa.org

DESCRIPTION: CRF is a nonprofit, nonpartisan education foundation that combines the knowledge and experience of educational and legal professionals to teach young people about the underlying principles of the Constitution and its Bill of Rights. Since 1962, CRF has created materials and sponsored programs to instill our nation's youth a deeper understanding of the social responsibility and civic participation necessary for active and informed citizenship.

PRACTICE AREAS: Constitutional law, and Education

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Research and write Mock Trial materials for a state wide middle and high school competition. In addition, interns conduct research and writing for other law-related education materials for the foundation.

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Mail resume and cover letter

CONSUMER ACTION CENTER

1020 North Fair Oaks Avenue, Pasadena, CA 91103

WEB SITE: www.ci.pasadena.ca.us

CONTACT: Christine Harris, Community Services Supervisor

PHONE: (626) 744-7300 FAX: (626) 798-5834

E-MAIL: charris@ci.pasadena.ca.us

DESCRIPTION: Part of the Jackie Robinson Center of Pasadena, the organization is a multi-purpose community service organization providing a wide range of social, educational, and recreational services to families, seniors and youth in the community.

PRACTICE AREAS: Family law, Consumer fraud, Domestic violence, and Medi-Cal and Medi-Care appeals

NUMBER OF ATTORNEYS: 0-2

TYPE OF WORK: Client intake and screening, Manage case follow-ups

TIME COMMITMENT: Minimum of 4 hours per scheduled work day

CONTACT PROCEDURES: Mail resume or call directly

DEPENDENCY COURT LEGAL SERVICES, INC.

201 Centre Plaza Drive Suite 9, Monterey Park, CA 91754

CONTACT: Leslie Heimov, Coordinator

PHONE: (323) 980-5762 FAX: (323) 980-5708

E-MAIL: heimovleslie@dclsinc.org

PRACTICE AREAS: Dependency cases in Juvenile Court. These cases involve allegations of child abuse and neglect. DCLS attorneys represent primarily children and some parents.

NUMBER OF ATTORNEYS: 100

TYPE OF WORK: Writing motions, Legal research, Drafting case memoranda, Conducting interviews, Casework with clients, social workers, care providers, and expert witnesses. Opportunities to work on legal issues in developing areas of children's law.

TIME COMMITMENT: During the school year: 8 hours per week; summer: full time

OTHER: Spanish helpful

CONTACT PROCEDURES: Mail resume and cover letter

DIRECTORS GUILD OF AMERICA

7920 Sunset Boulevard, Los Angeles, CA 90046-0907

WEB SITE: www.dga.org

CONTACT: Paul Harris, Associate General Counsel

PHONE: (310) 289-2039 FAX: (310) 289-2031

DESCRIPTION: Through the collective voice of more than 12,000 members that the DGA represents, the Guild seeks to protect directorial teams' legal and artistic rights, contend for their creative freedom, and strengthen their ability to develop meaningful and credible careers.

PRACTICE AREAS: Labor and employment law, Arbitration and Civil litigation

NUMBER OF ATTORNEYS: 4

TYPE OF WORK: Assist DGA attorneys in preparation and presentation of arbitration hearings, the presentation of written argument and the preparation of court pleadings and motions; Perform selected research and write advice memoranda

TIME COMMITMENT: Flexible

OTHER: Labor law preferred. Also, see Eden Kusmiersky before applying or accepting a position at the DGA.

CONTACT PROCEDURES: Mail resume and writing sample

DISPUTE RESOLUTION SERVICES, SCHOOL MEDIATION PROGRAM (LACBA)

261 S. Figueroa Street Suite 310, Los Angeles, CA 90012

WEB SITE: www.lacba.org/showpage.cfm?pageid=23

CONTACT: Deborah Thomas, Director of Operations

PHONE: (213) 896-6533 FAX: (213) 627-1426

E-MAIL: dthomas@lacba.org

DESCRIPTION: Dispute Resolution Services (DRS) is a nonprofit corporation of the Los Angeles County Bar Association committed to promote and provide accessible and effective conflict resolution services. DRS believes that conflict is a natural process, does not have to be adversarial, and can be used at a catalyst for positive change. Specifically, alternative dispute resolution can provide new options for solving problems and free congested court calendars. In addition, participants can learn how to approach conflict constructively and prevent unpleasant and sometimes violent confrontations by acquiring mediation training and conflict resolution skills.

PRACTICE AREAS: Child and youth Advocacy, Education, Mediation

NUMBER OF ATTORNEYS: 6

TYPE OF WORK: Coordinate High School, Middle, and Elementary School Mediation Program; Work with mediators and disputants in negotiation sessions. School and community mediation training provided by DRS.

TIME COMMITMENT: Varies, training and intake total 50 hours

OTHER: Bilingual preferred but not required, experience or interest in working with adolescents, counseling experience or interest preferred. Volunteers must complete training, orientation and observation period before certification. Volunteers are accepted on first-come, first-serve basis.

CONTACT PROCEDURES: Call and mail or e-mail resume and cover letter

EAST BAY COMMUNITY LAW CENTER

3130 Shattuck Ave., Berkeley, CA 94705

WEBSITE: www.ebclc.org

CONTACT: Summer Hiring Committee

PHONE: (510) 548-4040 FAX: (510) 548-2566

E-MAIL: info@ebclc.org

DESCRIPTION: EBCLC is the community-based clinical for Boalt Hall School of Law (UC Berkeley) during the academic year, and provides free civil legal services to low-income clients of Alameda County, California.

PRACTICE AREAS: Housing (litigation), Employment and Income Support (administrative), HIV/AIDS (multidisciplinary) and Community Economic Development (transactional).

TYPE OF WORK: Students handle their own cases under the supervision of staff attorneys in one of four practice areas. Students interview clients, negotiate settlements, and research related policy areas.

TIME COMMITMENT: Summer program extends for 10 weeks

CONTACT PROCEDURES: Submit a current resume, 2 references (at least one of which is employment related), a short (5-10 page maximum) writing sample and a cover letter (2 pages maximum) describing their experiences and interests

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

255 E. Temple, 4th Floor, Los Angeles, CA 90012

WEB SITE: www.eeoc.gov

CONTACT: Diane Arkow Gross, Administrative Judge

PHONE: (213) 894-1061 FAX: (213) 894-5482

E-MAIL: diane.gross@eeoc.gov

DESCRIPTION: The mission of the U.S. Equal Employment Opportunity Commission (EEOC) is to eradicate employment discrimination at the workplace. Geographic coverage is for all federal agencies in Southern California and the state of Nevada.

PRACTICE AREAS: Enforcement of federal laws against discrimination or harassment in employment by federal agencies on the basis of race, sex, age, national origin, religion, disability, or in reprisal for asserting rights protected by these laws.

NUMBER OF ATTORNEYS: 11 judges

TYPE OF WORK: Participate as a judicial law clerk to an administrative judge in hearings on complaints of discrimination; Draft opinions based upon the hearing of a charge of discrimination; Legal research and drafting in areas assigned by administrative judges.

TIME COMMITMENT: Minimum of 2 days a week 16 hours

OTHER: Constitutional law, civil procedure, employment law, and civil rights law preferred

CONTACT PROCEDURES: Mail cover letter, resume, and writing sample.

EQUAL RIGHTS ADVOCATES, INC.

1663 Mission Street, Suite 250, San Francisco, CA 94103

WEB SITE: www.equalrights.org

CONTACT: Rachael Reiley

PHONE: (415) 621-0672 FAX: (415) 621-6744

DESCRIPTION: Equal Rights Advocates' mission is to protect and secure equal rights and economic opportunities for women and girls through litigation and advocacy. ERA pursues impact litigation – cases that can affect large groups of women or has the potential to develop new law. ERA pursues other strategies such as legislation and education insofar as they support our litigation goals.

NUMBER OF ATTORNEYS: 6

TYPE OF WORK: Staff the Advice & Counseling (A&C) Line: interview callers and provide advice regarding sex discrimination, sexual harassment, family/medical leave, and other employment issues. Assist with Impact Litigation: complete research and writing assignments for impact litigation and amicus briefs. Assist with Legislative Advocacy: conduct research for potential legislation, draft testimony, and write support letters. Offer Community Education Training: present workshops for community groups regarding sexual harassment. Participate as Member of Program Staff: attend weekly program staff meetings and present monthly A&C reports.

TIME COMMITMENT: Summer - full time (40 hours/week)

OTHER: 2nd or 3rd year law student with excellent writing & research skills, commitment to public interest law and women's issues wanted; Bilingual (Spanish or Cantonese) preferred.

CONTACT PROCEDURES: Mail or fax resume, cover letter, writing sample, and references by October 1.

FAIR HOUSING FOUNDATION

200 Pine Avenue Suite 240, Long Beach, CA 90802

WEB SITE: www.fhfla.com

CONTACT: Legal Director

PHONE: (562) 901-0808 FAX: (562) 901-0814

DESCRIPTION: A nonprofit organization that counsels landlords and tenants on their rights and responsibilities. Offers mediation services, and investigates discrimination in housing.

PRACTICE AREAS: Housing discrimination based on race, religion, national origin, children, age, marital status, sex, sexual orientation, disability, student status; Racially and religiously motivated vandalism and violence

NUMBER OF ATTORNEYS: 1

TYPE OF WORK: Case review and evaluation, Counseling, Narrative writing, May conduct some investigative work.

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Mail or Fax cover letter and resume

FEDERAL DEFENDERS OF SAN DIEGO, INC.

225 Broadway, Suite 900, San Diego, CA 92101-5008

WEBSITE: www.fdsdi.com

CONTACT: Marie Acuna, Recruitment Coordinator
PHONE: (619) 234-8467 **FAX:** (619) 687-2666
E-MAIL: marie.acuna@fd.org
DESCRIPTION: Federal Defenders handles criminal defense work in San Diego county.
PRACTICE AREAS: Criminal and Disability Law
TYPE OF WORK: Legal research and writing
CONTACT PROCEDURES: Contact directly

FEDERAL PUBLIC DEFENDER - CENTRAL DISTRICT OF CALIFORNIA

321 E. 2nd Street, Los Angeles, CA 90012
CONTACT: Michael Garcia, Supervising Trial Deputy
PHONE: (213) 894-2854 **FAX:** (213) 894-0081
E-MAIL: michael_garcia@fd.org
PRACTICE AREAS: Criminal law
NUMBER OF ATTORNEYS: 45
TYPE OF WORK: 80% Research and writing
TIME COMMITMENT: 16 hours per week minimum, paid positions during the summer
OTHER: Some interest in criminal law
CONTACT PROCEDURES: Call directly or mail resume and cover letter

FEDERAL PUBLIC DEFENDER - NORTHERN DISTRICT OF CALIFORNIA

450 Golden Gate Avenue, 19th Floor, San Francisco, CA 94102
CONTACT: Christine Scott
PHONE: (415) 436-7700 **FAX:** (415) 436-7706
DESCRIPTION: The Federal Public Defender represents indigent defendants accused of Federal crimes in the Northern District of California. This work involves a caseload which consists of a wide range of felony and misdemeanor cases.
TYPE OF WORK: Interns have the opportunity to work with several different attorneys during the course of their internship. Work assignments include assisting at felony and misdemeanor trials, drafting research memoranda and pretrial motions, assisting in factual development and witness interviews and drafting appeals. Interns may also have the opportunity to try cases on the petty offense calendar.
CONTACT PROCEDURES: Send resume, cover letter, writing sample, references, and transcript

FEDERAL TRADE COMMISSION

10877 Wilshire Boulevard, Suite 700, Los Angeles, CA 90024
WEB SITE: www.ftc.gov
CONTACT: John Jacobs, Staff Attorney
PHONE: (310) 824-4360 **FAX:** (310) 824-4380

E-MAIL: jjacobs@ftc.gov

DESCRIPTION: The Federal Trade Commission enforces a variety of federal antitrust and consumer protection laws. The Commission seeks to ensure that the nation's markets function competitively, and are vigorous, efficient, and free of undue restrictions. The Commission also works to enhance the smooth operation of the marketplace by eliminating acts or practices that are unfair or deceptive. In general, the Commission's efforts are directed toward stopping actions that threaten consumers' opportunities to exercise informed choice. Finally, the Commission undertakes economic analysis to support its law enforcement efforts and to contribute to the policy deliberations of the Congress, the Executive Branch, other independent agencies, and state and local governments when requested.

PRACTICE AREAS: Consumer protection, Federal court litigation

NUMBER OF ATTORNEYS: 7

TYPE OF WORK: Consumer interviews; Research and writing; Investigations; Students given work similar to that of starting attorneys

TIME COMMITMENT: Prefers 2 days per week or 20 hours during the semester and full time during the summer

OTHER: Research and writing, and civil procedure preferred

CONTACT PROCEDURES: Mail resume, cover letter, and writing sample

FOUNDATION FOR TAXPAYER AND CONSUMER RIGHTS

1750 Ocean Park Boulevard, #200, Santa Monica, CA 90405-4938

WEB SITE: www.consumerwatchdog.org

CONTACT: Pam Pressley, Staff Attorney

PHONE: (310) 392-0522 FAX: (310) 392-8874

E-MAIL: pam@consumerwatchdog.org

DESCRIPTION: The Foundation for Taxpayer and Consumer Rights is a nonprofit organization deploying an in-house team of public interest lawyers, policy experts, strategists, public educators, and grassroots activists to advance and protect the interests of consumers and taxpayers. Founded in 1985 and led by nationally known consumer activist and attorney Harvey Rosenfield, FTCTC works with public interest groups in Washington D.C., and throughout the nation. FTCTC's day-in, day-out consumer protection and advocacy work embraces a wide variety of issues affecting the daily lives and pocketbooks of millions of Americans.

PRACTICE AREAS: Overbilling protection, Citizen activism, Corporate accountability, Electric deregulation, Consumer privacy, Insurance reform, Patient protection

NUMBER OF ATTORNEYS: 2

TYPE OF WORK: Legal research and writing, Drafting pleadings/motions/and memorandums

TIME COMMITMENT: Flexible

OTHER: Familiarity with Westlaw

CONTACT PROCEDURES: E-mail or fax resume and cover letter

FRESNO CITY ATTORNEY

2600 Fresno Street, Fresno, CA 93721-3602

WEBSITE: www.ci.fresno.ca.us/city_attorney/

CONTACT: Jesse J. Avila, Assistant City Attorney

PHONE: (559) 498-1326 FAX: (559) 488-1084

E-MAIL: attorneys@ci.fresno.ca.us

DESCRIPTION: The City Attorney's Office serves the City of Fresno, its selected officials, officers, and departments by providing high quality legal services in a timely and cost efficient manner. The City Attorney's Office serves as legal counsel, and represents and appears for the City and certain boards, commissions, and agencies of the City in administrative and judicial proceedings. The Office also serves as legal counsel for the Fresno Redevelopment Agency (RDA), and performs, often in conjunction with special counsel, the legal work involved in financing transactions for the City.

PRACTICE AREAS: Municipal law, Utilities, Environmental law, Litigation, Housing, Zoning, Insurance, Employment, Civil Rights, Government Contracts

NUMBER OF ATTORNEYS: 17

TYPE OF WORK: Interns are non-paid volunteers who are accepted from legal assistant and law school programs. This experience includes meaningful work and in most cases a full workstation is provided.

CONTACT PROCEDURES: Send resume, writing sample, cover letter, city job application and 3 references

GLENDALE CITY ATTORNEY

613 East Broadway, Suite 220, Glendale, CA 91206

WEBSITE: www.ci.glendale.ca.us

CONTACT: Ron Braden, Chief Assistant City Attorney

PHONE: (818) 548-2080 FAX: (818) 547-3402

E-MAIL: rbraden@ci.glendale.ca.us

PRACTICE AREAS: Municipal code enforcement, Eminent domain, Tort and Civil rights defense

NUMBER OF ATTORNEYS: 12

TYPE OF WORK: Research and draft pleadings; Opinion memoranda and ordinances; Handle code enforcement; Court and/or jury trials under direct supervision; Accompany lawyers to court and/or depositions

TIME COMMITMENT: Varies

OTHER: Must be qualified for State Bar certification

CONTACT PROCEDURES: Call directly or mail cover letter and resume

GLENDALE YWCA - DOMESTIC VIOLENCE PROJECT

1007 S. Central Avenue Suite 208, Glendale, CA 91204

WEBSITE: www.glendaleplus.com/commorg/ywca.html

CONTACT: Janice Shurlow, Staff Attorney

PHONE: (818) 240-0888 x16 FAX: (818) 240-0169

E-MAIL: janiceshurlow@magicaldesk.com

DESCRIPTION: The Domestic Violence Project of the Glendale YWCA serves abused women. It offers many services designed to meet the special needs of women and children in those difficult circumstances. The goal of the project is to empower women and children who are victims of domestic violence to receive assistance to achieve independence, self-sufficiency, and a lifestyle free of violence.

PRACTICE AREAS: Domestic violence, Family law, Immigration law

NUMBER OF ATTORNEYS: 1

TYPE OF WORK: Direct client contact; Assist in preparation of immigration and family law papers; Small amount of research and writing

TIME COMMITMENT: 1 full semester; summer hours are flexible

OTHER: Preference for students who can speak Spanish or Armenian.

CONTACT PROCEDURES: Mail or fax resume and cover letter

HARRIETT BUHAI CENTER FOR FAMILY LAW

4262 Wilshire Boulevard Suite 201, Los Angeles, CA 90010

WEB SITE: www.hbcfl.org

CONTACT: Rachel Kronick Rothbart, Staff Attorney, Volunteer Department

PHONE: (323) 939-1444 x 312 FAX: (323) 939-2199

E-MAIL: volunteer@hbcfl.org

DESCRIPTION: The Harriett Buhai Center for Family Law is dedicated to providing family law and domestic violence assistance to low-income families in Los Angeles County through the use of volunteer lawyers, paralegals and law students.

PRACTICE AREAS: Family law, Domestic Violence

NUMBER OF ATTORNEYS: 7

TYPE OF WORK: Research, Client interviews, Clinics, Prepare court documents

TIME COMMITMENT: Summer: 24 hours per week; School Year: 3-6 or 15 hours per week for 14 weeks

CONTACT PROCEDURES: Mail resume, cover letter and writing sample to Betty Nordwind

HEAL THE BAY

3220 Nebraska Avenue, Santa Monica, CA 90404

WEB SITE: www.healthebay.org

CONTACT: Tom Galassi

PHONE: (310) 453-0395 FAX: (310) 459-7927

DESCRIPTION: Heal the Bay is a non-profit organization dedicated to making Santa Monica Bay and the Southern California coastal waters safe and healthy for people and marine life.

PRACTICE AREAS: Environmental law

NUMBER OF ATTORNEYS: 1

TYPE OF WORK: Research and writing, Write comment letters, Attend hearings

TIME COMMITMENT: 8 hours per week for a 3 month period

OTHER: Students must have completed their first year of law school.

CONTACT PROCEDURES: Call directly and send resume and cover letter by fax, post, or e-mail.

HIV & AIDS LEGAL SERVICES ALLIANCE (HALSA)

3550 Wilshire Boulevard Suite 750, Los Angeles, CA 90010

CONTACT: Laurie Aronoff, Volunteer Coordinator

PHONE: (213) 201-1492 FAX: (213) 201-1594

E-MAIL: laronoff@apla.org

DESCRIPTION: The HIV & AIDS Legal Services Alliance, Inc. (HALSA) is the only program in Los Angeles that specifically targets the needs of the approximately 45,000 persons living with HIV and AIDS in the county. HALSA is a private, 501(c)(3) non-profit corporation that exists to make a difference in the lives of people living with HIV disease, through the provision of HIV specific legal services that are geographically accessible and emphasize preventing legal problems before they arise.

PRACTICE AREAS: Testamentary issues, Immigration, Discrimination/confidentiality, Housing, Benefits, Tax

NUMBER OF ATTORNEYS: 8

TYPE OF WORK: Interview clients, Participate in education of prevention clinic, Draft and execute testamentary documents, Research and write

TIME COMMITMENT: Flexible, but would prefer 8-10 hours per week

OTHER: Demonstrated interest in public service, Spanish speaking skills beneficial

CONTACT PROCEDURES: Call or e-mail

HOUSING RIGHTS CENTER - LOS ANGELES OFFICE

10537 Santa Monica Boulevard, Suite 320, Los Angeles, CA 90025

CONTACT: Marlene Garza, Chief Executive Director

PHONE: (310) 474-1667 FAX: (310) 474-3907

E-MAIL: info@westsidefhc.org, or mgarza@westsidefhc.org

DESCRIPTION: The Housing Rights Center opened its doors 32 years ago to fight social injustices, including housing discrimination, on the west side of Los Angeles County. Today, HRC continues the fight against housing discrimination. HRC provides extensive discrimination investigations, in-depth fair housing presentation, comprehensive management trainings, and provides a habitability code enforcement hotline.

PRACTICE AREAS: Housing discrimination, Landlord/Tenant

NUMBER OF ATTORNEYS: 1

TYPE OF WORK: Research and writing, Investigation of discrimination allegations

TIME COMMITMENT: Flexible

OTHER: Bilingual is a plus, must be able to get along with clients from diverse backgrounds. Experience in public speaking is a plus. Must have good investigative research skills

CONTACT PROCEDURES: Mail cover letter and resume

HOUSING RIGHTS CENTER - PASADENA OFFICE

1020 N. Fair Oaks Avenue, Pasadena, CA 91103

CONTACT: Danielle Jones, Legal Director

PHONE: (626) 791-0211 FAX: (626) 398-8155

E-MAIL: info@fairhousingsource.org or djones@fairhousingsource.org

DESCRIPTION: The Fair Housing Council of San Gabriel Valley's mission is to actively support and promote freedom of residence in the San Gabriel Valley to the end that all persons, regardless of race, color, religion, national origin, sex, familial status, disability, marital status, ancestry, age, or sexual orientation will be afforded the opportunity to secure housing they desire and can afford; to lessen neighborhood tensions; to eliminate prejudice and discrimination; and defend human and civil rights by law.

PRACTICE AREAS: Children's rights, Civil rights, Disability law, Education, Elder law, Environmental law, Family law, Gay/lesbian/bi-sexual rights, Housing law, Immigration law, Women's rights, Race discrimination, and Public policy advocacy/legislation

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Research, writing, client interviews, case management and investigations.

TIME COMMITMENT: Flexible

OTHER: Interest in fair housing issues is required.

CONTACT PROCEDURES: Call directly, or mail resume and cover letter

HUMAN SERVICES ALLIANCE

548 South Spring Street, Room 306, Los Angeles, CA 90013

WEB SITE: www.humanservicesalliance.org

CONTACT: Mark Masaoka

PHONE: (213) 202-5920 FAX: (213) 202-5925

DESCRIPTION: The Human Services Alliance of LA is a cutting-edge social justice organization, one of only a few nationwide that serves as a model for progressive movement politics. Since 1997, the HSA has built a unique and expanding network of over 1600 non-profit service agencies in LA County that seeks to promote an effective social safety net, powered by expert policy analysis and grassroots organizing. The HSA model has attracted national recognition through Foundations and the media. The HSA is a growing, tax exempt corporation with a staff of six. All of our funding comes from private sources. The mission of the Human Services Alliance is to promote the effective provision of public social safety net services in Los Angeles County by helping form a proactive social service sector from the thousands of community-based, non-profit service organizations.

PRACTICE AREAS: Welfare, Child care, Health care advocacy and reform

TYPE OF WORK: Research and writing

TIME COMMITMENT: Flexible

OTHER: Good writing skills and bilingual skills may be helpful

CONTACT PROCEDURES: Call directly

IMMIGRATION LEGAL ASSISTANCE PROJECT (LACBA)

P.O. Box 531968, Los Angeles, CA 90053

WEB SITE: www.lacba.org/showpage.cfm?pageid=1758

CONTACT: Jane McCaffrey, Assistant Director

PHONE: (213) 485-1872 or (213) 485-0143 FAX: (213) 485-0047

E-MAIL: jdmccaffrey@aol.com

DESCRIPTION: Immigration legal assistance project that provides legal advice, assistance with legal forms and referrals, and provides training for law students, attorneys, and paralegals in all aspects of immigration law and procedure.

PRACTICE AREAS: Family based immigration law

NUMBER OF ATTORNEYS: 2 permanent and usually 2 additional volunteer attorneys

TYPE OF WORK: Client intake and screening, Participate in legal consultations, Assist in filing of immigration forms

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Call directly, fax, or mail resume and cover letter

IMMIGRATION SERVICES OF SANTA ROSA

132 No. Maclay Avenue, San Fernando, CA 91340

CONTACT: Jess Margarito, Director

PHONE: (818) 361-4341 FAX: (818) 838-1452

E-MAIL: jess@onemain.com

DESCRIPTION: Non-profit organization that assists the low income community with immigration matters.

PRACTICE AREAS: Immigration, Family Petition

TYPE OF WORK: Research and writing

TIME COMMITMENT: Minimum of 3-5 hours per week

OTHER: Bilingual is always helpful

CONTACT PROCEDURES: Call directly

INDIGENT CRIMINAL DEFENSE APPOINTMENTS PROGRAM OF THE L.A. COUNTY BAR ASSOCIATION

261 South Figureoa, Suite 300, Los Angeles, CA 90012

WEB SITE: www.lacba.org

CONTACT: Karl Henry, Director

PHONE: (213) 896-6437 FAX: (213) 833-6796

DESCRIPTION: The organization handles city wide contracts for court appointed lawyers when the Public Defender's Office is unable to provide counsel due to conflicts or scheduling. The organization does not handle the substantive cases but rather manages the appointment of approximately 350 panel attorneys and provides them with some support materials.

PRACTICE AREAS: Criminal defense

NUMBER OF ATTORNEYS: 1

TYPE OF WORK: Prepare seminar materials, Conduct legal research concerning resources for indigent

criminal defense

TIME COMMITMENT: Minimum of 4 hours per week

OTHER: Students are not exposed to actual casework.

CONTACT PROCEDURES: E-mail or Mail resume and cover letter and then call.

INLAND EMPIRE LATINO LAWYERS ASSOCIATION, INC., LEGAL AID PROJECT

2060 University Avenue, Suite 113, Riverside, CA 92507

WEB SITE: www.iellaaid.org

CONTACT: Mercy S. Guzman

PHONE: (909) 369-5846 FAX: (909) 369-6211

E-MAIL: iellaaid@aol.com

DESCRIPTION: Provides free legal services to the low income community who are residents of Riverside or San Bernadino county. Also, provides emergency services for victims of domestic violence, responses to unlawful detainers, and assistance with wage garnishments. Lastly, the organization awards annual scholarships to law students or prospective law students.

PRACTICE AREAS: Family law, Landlord/tenant, Consumer, Tort issues

NUMBER OF ATTORNEYS: 62 Volunteer Attorneys who come in about once a month

TYPE OF WORK: Assist in intake and screening, Research and writing, Attend client sessions, Serve as interpreters, Draft pleadings

TIME COMMITMENT: Flexible.

OTHER: Interest in public service law

CONTACT PROCEDURES: Call or mail

INNER CITY LAW CENTER

1325 East Seventh Street, Los Angeles, CA 90021

CONTACT: Linda Samels, Staff Attorney

PHONE: (213) 891-2880 x 106 FAX: (213) 891-2888

E-MAIL: lsamels@aol.com

DESCRIPTION: Organization primarily deals with slum housing litigation, but also broadly landlord tenant work and public benefits.

PRACTICE AREAS: Homeless issues, Housing, Poverty Law, Public Benefits, Slum housing litigation

NUMBER OF ATTORNEYS: 5

TYPE OF WORK: Research and writing, Interview clients, Advocacy, Litigation preparation

TIME COMMITMENT: Flexible

OTHER: Prefers bilingual ability in Spanish

CONTACT PROCEDURES: Mail resume and cover letter

INTERNATIONAL RESCUE COMMITTEE, INC. (IRC)

3727 W. 6th Street, Suite 615, Los Angeles, CA 90020

WEB SITE: www.intrescom.org

CONTACT: Vera Mijojlic, Development Specialist

PHONE: (213) 386-6700 FAX: (213) 386-7916

E-MAIL: vera@la.intrescom.org

DESCRIPTION: IRC resettles refugees from various countries and will assist refugees in their transition. IRC also provides assistance such as helping immigrants file certain papers, and locating employment. Major area of activity: advocacy.

PRACTICE AREAS: Immigration services, Resettlement assistance, Advocacy

TYPE OF WORK: INS form completion, Research & grant writing, Outreach

TIME COMMITMENT: Varies

OTHER: Russian and Farsi helpful.

CONTACT PROCEDURES: Call or mail resume

J. PAUL GETTY TRUST

1200 Getty Center Drive, Suite 401, Los Angeles, CA 90049

WEB SITE: www.getty.edu

CONTACT: General Counsel's Office

PHONE: (310) 440-6878 FAX: (310) 440-7721

E-MAIL: preeder@getty.edu

DESCRIPTION: Works on legal matters related to art museums, art conservation, art education and other art law matters.

PRACTICE AREAS: Art law, Employment, Intellectual Property, and Tax

NUMBER OF ATTORNEYS: 4

TYPE OF WORK: Legal research and writing, Drafting memos and contracts, Attend depositions

TIME COMMITMENT: Flexible during school, Full-time during summer

CONTACT PROCEDURES: Mail resume, cover letter, writing sample, and transcript

JENESSE CENTER, INC.

P.O. Box 73837, Los Angeles, CA 90003

WEB SITE: www.jenessecen.org

CONTACT: Ashley Mendoza, Legal Services Coordinator

PHONE: (323) 299-9496 x 113 FAX: (323) 299-3245

E-MAIL: jenessecen@aol.com

PRACTICE AREAS: Domestic Violence

NUMBER OF ATTORNEYS: 1

TYPE OF WORK: Rewriting; Interview/screen clients; Assist in preparation of Pro Per restraining orders under DVPA

TIME COMMITMENT: Minimum of 4 hours per scheduled work day

CONTACT PROCEDURES: Mail resume and cover letter or call directly

KOREAN IMMIGRANT WORKERS ADVOCATES

3465 W. Eighth Street, Los Angeles, CA 90005

WEB SITE: www.kiwa.org

CONTACT: Steve Arredondo, Staff Attorney

PHONE: (213) 738-9050 FAX: (213) 738-9919

E-MAIL: arredondo@kiwa.org

DESCRIPTION: To empower immigrant workers and to develop a progressive constituency and leadership in the immigrant community that can struggle in solidarity with other underrepresented communities for social change and justice.

PRACTICE AREAS: Employment rights, Labor law, Public policy advocacy/legislation, Race discrimination

NUMBER OF ATTORNEYS: 1

TYPE OF WORK: Labor related

TIME COMMITMENT: Flexible

OTHER: Korean or Spanish.

CONTACT PROCEDURES: Call directly

LAMBDA LEGAL DEFENSE AND EDUCATION FUND

3325 Wilshire Boulevard, Suite 1300, Los Angeles CA 90010

WEB SITE: www.lambdalegal.org

CONTACT: Stefan Johnson, Internship Coordinator

PHONE: (213) 382-7600 FAX: (213) 351-6050

E-MAIL: sjohnson@lambdalegal.org

DESCRIPTION: Impact litigation involving gay, lesbian, and transgender issues.

PRACTICE AREAS: AIDS related work, Lesbian/gay rights

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Research and writing, Drafting documents, Litigation support, Responding to telephone calls for legal assistance, Preparing educational literature.

TIME COMMITMENT: 4 hours per week

OTHER: Prefers constitutional law

CONTACT PROCEDURES: Mail letter and resume

LEGAL AID FOUNDATION OF LOS ANGELES (LAFLA)

1102 South Crenshaw Boulevard, Los Angeles, CA 90019

WEB SITE: www.lafla.org

CONTACT: David Ackerly, Director of Private Attorney Involvement

PHONE: (323) 801-7908 FAX: (323) 801-7945

E-MAIL: volunteer@lafla.org

DESCRIPTION: As LA's frontline law firm for low-income people, we promote access to justice, strengthen communities, combat discrimination, and effect systemic change through representation, advocacy, and community education.

PRACTICE AREAS: Bankruptcy, Civil liberties, Civil rights, Community economic development, Consumer fraud, Debtor/creditor law, Education, Ethnic minorities, Family, Domestic violence, Housing, Immigration, Poverty law, Women's issues, Debt Crisis, Eviction Defense, Employment

NUMBER OF ATTORNEYS: 55

TYPE OF WORK: Research and writing, Client intake, Representation of clients at administrative hearings, Litigation support, Client education/outreach projects, Other projects specific to the office, Legal interpretation

TIME COMMITMENT: Prefers an extended period of time, at least 8 hours per week for a semester. Eviction Defense requires 3 mornings a week for 4 months

OTHER: Should demonstrate interest in public interest law

CONTACT PROCEDURES: Apply on-line or mail resume to Director of Private Attorney Involvement with cover letter stating specific legal interest.

LEGAL AID FOUNDATION OF LOS ANGELES (LAFLA) - LONG BEACH OFFICE

110 Pine Avenue, Suite 420, Long Beach, CA 90802-4421

WEB SITE: www.lafla.org

CONTACT: Susanne Browne, Staff Attorney

PHONE: (213) 640-3897 **FAX:** (562) 435-7118

E-MAIL: sbrowne@lafla.org

DESCRIPTION: As LA's frontline law firm for low-income people, we promote access to justice, strengthen communities, combat discrimination, and effect systemic change through representation, advocacy, and community education.

PRACTICE AREAS: Housing, Government benefits, Family law, Domestic violence and Community economic development

NUMBER OF ATTORNEYS: 7

TYPE OF WORK: Legal research and writing, Attend administrative hearings, Participate in strategy sessions, Attend court hearings

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Mail resume, letter of interests and schedule

LEGAL AID SOCIETY OF ORANGE COUNTY

902 N. Main Street, Santa Ana, CA 92701

WEB SITE: www.legal-aid.com

CONTACT: Judy Velasquez, Administrative Assistant

PHONE: (714) 571-5212 **FAX:** (714) 571-5270

E-MAIL: jvelasquez@legal-aid.com

DESCRIPTION: Provides free, civil legal services to low-income persons and seniors who live in Orange County, California and southeast Los Angeles County.

PRACTICE AREAS: Housing, Family law, Legal hotline, Public benefits, Senior citizens' issues

NUMBER OF ATTORNEYS: 7

TYPE OF WORK: Research, Client interviews, Assisting on hotline

TIME COMMITMENT: Flexible

OTHER: Bilingual Spanish or Vietnamese preferred, but not mandatory. Contact branch offices in Norwalk or Anaheim for other opportunities.

CONTACT PROCEDURES: Mail or fax resume and cover letter

LEGAL AID SOCIETY OF SAN FRANCISCO - EMPLOYMENT LAW CENTER

1663 Mission Street, Suite 400, San Francisco, CA 94103

WEB SITE: www.las-elc.org

CONTACT: Howard Chen, Manager, Human Resources

PHONE: (415) 864-8848 **FAX:** (415) 864-8199

E-MAIL: hchen@las-elc.org

DESCRIPTION: Central to the Legal Aid Society - Employment Law Center's mission is the education and training of law students interested in the practice of public interest law. Attorneys at the Legal Aid Society - Employment Law Center are experienced supervisors who work with law students year-round. Law students willing to work with intensity and focus will find a clerkship at the LAS-ELC a rewarding learning experience.

PRACTICE AREAS: Employment, Civil Rights, Disability law

NUMBER OF ATTORNEYS: 12

TYPE OF WORK: Research and writing, participate in all phases of litigation; participate in workers' rights clinics and claims project as counselors and advocates

TIME COMMITMENT: Summer positions are full-time for 10 to 11 weeks

OTHER: Our law clerks are funded by work/study or other grants, and may also work as externs for clinical credit under programs offered by their law schools. The LAS-ELC will match summer and full time semester program grants in amounts up to \$3000.

CONTACT PROCEDURES: Send Cover letter detailing your interest in the LAS-ELC, Current resume, Legal writing sample, Transcript, Three references with telephone numbers

LEGAL ASSISTANCE FOR SENIORS, HICAP

464 Seventh Street, Oakland, CA 94607

CONTACT: Kristen Washburn, Assistant Managing Attorney

PHONE: (510) 832-3040 **FAX:** (510) 987-7399

E-MAIL: las@lashicap.org

DESCRIPTION: LAS provides legal advice, counseling, advocacy, representation and community education to Alameda County residents age 60 and over in public benefits, elder abuse, housing, counseling regarding alternatives to institutionalization, grandparent guardianships and citizenship and public benefits for senior immigrants.

PRACTICE AREAS: Elder law, Poverty law

NUMBER OF ATTORNEYS: 12

TYPE OF WORK: LAS summer law clerks can focus on one area of law or work on a variety of case types. Clerks will participate in all aspects of case work, including initial intake interviews, legal research, case investigation, negotiation, preparation of legal documents, letters, memos, pleadings and motions, and representation (where appropriate) at court.

TIME COMMITMENT: 10 weeks, 20 hours per week

OTHER: Bilingual abilities preferred.

CONTACT PROCEDURES: Send resume and letter of interest. No calls please.

LEVITT & QUINN FAMILY LAW CENTER

1557 Beverly Boulevard, Los Angeles, CA 90026

WEB SITE: <http://firms.findlaw.com/LevittQuinn/>

CONTACT: Jeff Jacobson, Executive Director

PHONE: (213) 482-4225 **FAX:** (213) 482-3979

E-MAIL: jjacobson@levitt-quinn.org

DESCRIPTION: Levitt & Quinn Family Law Center was founded in 1981 by three grandmothers: Ethel Levitt, Ziva Naumann, and Grace Quinn. Mission Statement: Levitt & Quinn Family Law Center's principal purpose is to provide, to low income people, individualized legal assistance in the field of family law. It is committed to promoting non-adversarial resolution of family law problems, while vigorously protecting the rights of its clients. The Center gives priority to legal problems involving children. Thus issues of child custody and visitation, child support, establishment of parentage, adoption and guardianship are of first interest. The firm's goal is to minimize emotional and financial impact involved in family crises, thus promoting family and community stability. Family Matters ... for the whole community.

PRACTICE AREAS: Family Law: Dissolution, Separation, Paternity, Protective Orders (and enforcement thereof), Adoption, Guardianship (of the person, only), Child Support, (including defense of District Attorney cases).

NUMBER OF ATTORNEYS: 6

TYPE OF WORK: Assist legal staff in case preparation and court documents, Client intake, Draft pleadings

TIME COMMITMENT: Flexible

OTHER: Interest in Family Law

CONTACT PROCEDURES: Fax or mail resume and cover letter

LONG BEACH CITY ATTORNEY'S OFFICE

333 West Ocean Boulevard, Suite 1100, Long Beach, CA 90802

WEB SITE: www.ci.long-beach.ca.us/attorney

CONTACT: Tyler Pike, Office Manager

PHONE: (562) 570-2200; FAX: (562) 436-1579

E-MAIL: cityattorney@ci.long-beach.ca.us

DESCRIPTION: The City Attorney's Office consists of 71 employees, including 23 attorneys. Their duties are set forth in the City's Charter, which provides that the City Attorney shall be the sole and exclusive legal advisor of the City, City Council and all City commissions, committees, officers and employees. It is charged with municipal legal responsibilities as complex as any in the state. It furnishes the legal support for a full service municipal operation, including departments of police, fire, public works, planning and building, community development, library, refuse etc.

PRACTICE AREAS: Municipal law

NUMBER OF ATTORNEYS: 23

TYPE OF WORK: Legal research and writing, Attend depositions

TIME COMMITMENT: Summer full-time positions only

OTHER: Interest in municipal law

CONTACT PROCEDURES: Mail resume and cover letter

LOS ANGELES CENTER FOR LAW AND JUSTICE

1241 South Soto Street, Suite 102, Los Angeles, CA 90023

WEB SITE: www.laclj.org

CONTACT: Hakhamanesh Mortezaie, Executive Director

PHONE: (323) 980-3500 FAX: (323) 980-3510

E-MAIL: hakha@laclj.org

DESCRIPTION: A non-profit organization that has been providing free legal assistance since 1973 to the indigent residents of Northeast and East Los Angeles and the Southeastern cities of Los Angeles County, in the areas of Family Law, Consumer Law, Government Benefits Law, Housing Law, and Immigration Law.

PRACTICE AREAS: Consumer fraud, Family law, Housing issues, Public benefits

NUMBER OF ATTORNEYS: 6

TYPE OF WORK: Research and writing, Client contact, Develop and prepare cases for litigation

TIME COMMITMENT: Flexible

OTHER: Bilingual preferred.

CONTACT PROCEDURES: Mail resume and cover letter, and follow up with phone call.

LOS ANGELES CITY ATTORNEY

200 North Main Street, Room 1800, City Hall East, Los Angeles, CA 90012

WEB SITE: www.lacity.org/atty

CONTACT: Sandra Peelan, Personnel Director

PHONE: (213) 485-3563 FAX: (213) 847-1172

DESCRIPTION: The City Attorney's Office represents the People of the State of California in prosecuting criminal misdemeanors that occur within the City of Los Angeles. It also handles consumer protection, housing enforcement and environmental protection cases.

PRACTICE AREAS: AIDS, Civil, Criminal, Special operations, Consumer, Environment, Housing, Admiralty, Aviation, Municipal, Legislative, Utilities, Employment discrimination and Workers' compensation

NUMBER OF ATTORNEYS: 385

TYPE OF WORK: Legal research, drafting of motions, and other legal documents as well as opportunities for hands-on advocacy experience for Certified Law Clerks. Law clerks are encouraged to observe and, to the extent possible, participate in depositions, arbitrations, court hearings, trials, etc. Some positions offer experience handling civil discovery.

TIME COMMITMENT: Flexible, approximately 8-20 hours per week

CONTACT PROCEDURES: Fax or mail resume and cover letter stating your legal area of interest (civil/criminal), which department you would like to work with, and your hours of availability.

LOS ANGELES CITY ATTORNEY (GANG UNIT)

222 South Hill Street, Suite 1600, City Hall East, Los Angeles, CA 90012-4110

WEB SITE: www.lacity.org/atty/

CONTACT: Julie Bishop, Deputy City Attorney

PHONE: (213) 847-0186

DESCRIPTION: The City Attorney's Office represents the People of the State of California in prosecuting criminal misdemeanors that occur within the City of Los Angeles. It also handles consumer protection, housing enforcement and environmental protection cases.

PRACTICE AREAS: Civil and criminal law as related to gang prosecution

NUMBER OF ATTORNEYS: 14

TYPE OF WORK: Primarily legal research and writing, Coordinate criminal investigation files, Interview witnesses, Prepare discovery materials for gang injunctions

TIME COMMITMENT: Flexible but prefers 16-20 hours per week

OTHER: Prefer evidence, criminal procedure, constitutional law, and criminal law

CONTACT PROCEDURES: Mail cover letter, resume and writing sample

LOS ANGELES COALITION TO END HUNGER & HOMELESSNESS

548 So. Spring Street Suite 339, Los Angeles, CA 90013

WEB SITE: www.lacehh.org

CONTACT: Bob Erlenbusch, Executive Director

PHONE: (213) 439-1070 FAX: (213) 439-1080

E-MAIL: bob@lacehh.org

DESCRIPTION: Working to eliminate hunger and homelessness through public education, technical assistance, public policy analysis, advocacy, organizing, and community action.

PRACTICE AREAS: Civil rights

TYPE OF WORK: Research and writing on issues concerning civil rights

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Mail or e-mail resume and cover letter

LOS ANGELES COUNTY DISTRICT ATTORNEY

210 W. Temple Street, Room 18-1103, Los Angeles, CA 90012-3210

WEB SITE: <http://da.co.la.ca.us/>

CONTACT: Catherine Musick, Recruitment Coordinator

PHONE: (213) 893-0174 FAX: (213) 626-5862

E-MAIL: camusick@co.la.ca.us

DESCRIPTION: The District Attorney's Office prosecutes all felony crimes in Los Angeles County. It also prosecutes misdemeanor crimes in unincorporated areas of the county. Divisions include: Bad Check Enforcement, Child Abduction, Consumer Protection, Crime Prevention, Environment, Family Violence, Hardcore Gang Unit, Hate Crimes, Juvenile, Legislation, Major Frauds, Narcotics, Organized Crime, Police Misconduct, Sexual Crimes and the Victim-Witness Assistance Program.

PRACTICE AREAS: Children's rights, Consumer law, Criminal law, Domestic/dating violence, Elder law, Environmental law, Family law, Gay/lesbian/bi-sexual rights, Public policy advocacy/legislation, Race discrimination, Women's rights

NUMBER OF ATTORNEYS: 1035

TYPE OF WORK: Court appearances on preliminary hearings, Occasionally short bench and jury trials, Legal research and writing

TIME COMMITMENT: 2 full days per week for certified law clerks

OTHER: Prefers students to have completed courses in Evidence and civil procedure so that they can be certified.

CONTACT PROCEDURES: Mail resume, cover letter stating area of interest, and application; follow-up with a phone call

LOS ANGELES COUNTY PUBLIC DEFENDER'S OFFICE

210 W. Temple Street, 19th Floor, Los Angeles, CA 90012

WEB SITE: <http://pd.co.la.ca.us/>

CONTACT: Paula Montez, Special Assistant

PHONE: (213) 974-2697 FAX: (213) 625-6031

E-MAIL: pmontez@co.la.ca.us

DESCRIPTION: Represents indigent defendants who have been charged with criminal matters.

PRACTICE AREAS: Criminal law

NUMBER OF ATTORNEYS: 630

TYPE OF WORK: Assist trial attorneys with case preparations, Legal research and writing, Interview clients and witnesses

TIME COMMITMENT: During schoolyear - 2 full days per week, Summer - full-time

OTHER: Criminal law required, Evidence law and Crim Pro preferred

CONTACT PROCEDURES: Mail resume and cover letter, and time

LOS ANGELES FREE CLINIC, LEGAL DEPARTMENT

6043 Hollywood Boulevard, Los Angeles, CA 90028-5459

WEB SITE: www.lafreeclinic.org

CONTACT: Christine F. Robinson, Legal Services Manager

PHONE: (323) 337-1708 or (323) 337-1709 FAX: (323) 462-6731

E-MAIL: legaldepartment@lafreeclinic.org

DESCRIPTION: The Los Angeles Free Clinic's mission is to serve as a community-based organization which identifies human service needs of under-served populations; develops resources and quality programs to meet those needs; and provides the services free of charge and free of judgment in a caring environment.

PRACTICE AREAS: Bankruptcy, Debtor/creditor law, Immigration, Uncontested divorces, Debtor education seminars, Tax law

NUMBER OF ATTORNEYS: 0, however there are attorneys who volunteer their services to the clinic.

TYPE OF WORK: Work with clients, Preparation of court documents, Minimal research

TIME COMMITMENT: 4 hours per week minimum

OTHER: Preference for bilingual - Spanish, and telephone communications skills; 2L or 3L

CONTACT PROCEDURES: Mail letter, resume, and writing sample to Legal Department

LOS ANGELES GAY & LESBIAN CENTER, LEGAL SERVICES DEPARTMENT

1625 North Schrader Boulevard, Los Angeles, CA 90028

WEB SITE: www.laglc.org

CONTACT: Dana Cagle, Program Manager

PHONE: (323) 993-7652 FAX: (323) 993-7653

E-MAIL: dcagle@laglc.org

DESCRIPTION: The L.A. Gay & Lesbian Center's Legal Services Department assists more than 5,000 people each year by providing counsel and advice in most areas of law, self-help support, representation, referrals, hate crime victim services, and violence education. The Legal Clinic provides one-on-one attorney consultations on a no- or low-cost basis to clients in need of counsel and advice regarding a wide-range of legal issues, including business civil rights, consumer, criminal, employment, family, government benefits, immigration, insurance, landlord/tenant issues, personal injury, and wills and estates. Within the Legal Clinic, there are three unique legal assistance programs. The Immigration Law Project is the only program in southern California specifically addressing the immigration law needs of lesbians, gay men, bisexuals, and transgender persons. The Pro Per Project provides no- and low-cost assistance to clients who need to file

papers related to evictions, name changes, restraining orders, wills, powers of attorneys and basic immigration and naturalization applications forms. The State Bar-certified Lawyer Referral Service provides access to attorneys who represent clients who are lesbian, gay, bisexual, transgender, or living with HIV/AIDS. The Legal Services Department also offers two programs that combat violence and offer supports and education to victims of violence. The Anti-Violence Project (AVP) is the largest victim services program in Southern California. AVP provides counseling, documentation, and advocacy to victims of homophobic, anti-transgender, and anti-HIV/AIDS violence, threats of violence, vandalism and harassment. The Safe Haven Project is a school-based program to combat hate violence and harassment against youth in LAUSD senior high schools.

PRACTICE AREAS: Civil rights, Consumer rights, Employment law, Criminal Law, Family issues (Domestic partnerships, Same-sex couple adoption, etc.), GLBT rights, Housing/Landlord-tenant law, Immigration, Anti-violence/Hate Crime law

NUMBER OF ATTORNEYS: approx. 25 volunteer attorneys

TYPE OF WORK: Working with volunteer attorneys in rendering legal aid, Interviewing clients; Working with LGBT policy

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Call directly or mail cover letter and resume

LOS ANGELES HOUSING LAW PROJECT

1125 West 6th Street, Suite 300, Los Angeles, CA 90017

CONTACT: Rod Field, Director

PHONE: (213) 481-0134 **FAX:** (213) 481-0084

E-MAIL: lahlp@earthlink.net

DESCRIPTION: Conducts tenant defense for low and high income community utilizing a sliding fee scale. In addition, the organization prepares responses to unlawful detainers and notices to vacate, provides consultation on tenant rights, and initiates some affirmative suits.

PRACTICE AREAS: Tenant defense

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Research and writing; Interview/screen clients; Make court appearances with attorneys

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Mail or Fax resume and cover letter

MENTAL HEALTH ADVOCACY SERVICES

1336 Wilshire Boulevard #102, Los Angeles, CA 90017

CONTACT: James Preis, Executive Director

PHONE: (213) 484-1628 **FAX:** (213) 484-2907

E-MAIL: jpreis@mhas-la.org

DESCRIPTION: Provides free legal services to people with mental disabilities with an emphasis on obtaining benefits and services, protecting individual rights and fighting discrimination. **PRACTICE AREAS:** Education, Health/mental health, Housing, Juvenile Dependency Courts, Public benefits

NUMBER OF ATTORNEYS: 8

TYPE OF WORK: Client contact, General intake, Assist clients with court documents and negotiation, Participate in administrative procedures

TIME COMMITMENT: 8 hours per week minimum

OTHER: Spanish preferred, but not required

CONTACT PROCEDURES: Mail a letter and resume to James Preis, Executive Director

MEXICAN AMERICAN LEGAL DEFENSE AND EDUCATIONAL FUND (MALDEF)

634 S. Spring Street 11th Floor, Los Angeles, CA 90014

WEB SITE: www.maldef.org

CONTACT: Cynthia M. Rangel, Paralegal

PHONE: (213) 629-2512 x 134 FAX: (213) 629-0266

E-MAIL: crangel@maldef.org

DESCRIPTION: Founded in 1968 in San Antonio, Texas, the Mexican American Legal Defense and Educational Fund (MALDEF) is the leading nonprofit Latino litigation, advocacy and educational outreach institution in the United States. MALDEF's mission is to foster sound public policies, laws and programs to safeguard the civil rights of the 35 million Latinos living in the United States and to empower the Latino community to fully participate in our society.

PRACTICE AREAS: Education, Employment, Immigrants' rights, Public resource equity, Voting rights

NUMBER OF ATTORNEYS: 7

TYPE OF WORK: Legal research and writing, Legislative issues, Community advocacy, Trial support, Client contact

TIME COMMITMENT: Minimum of 15 hours per week

OTHER: Spanish preferred, but not required

CONTACT PROCEDURES: Mail, fax or e-mail cover letter, resume and writing sample

NAACP LEGAL DEFENSE AND EDUCATION FUND - WESTERN REGIONAL OFFICE

1055 Wilshire Boulevard Suite 1480, Los Angeles, CA 90017

WEBSITE: www.naacpldf.org

CONTACT: Erica J. Teasley, Western Regional Counsel

PHONE: (213) 975-0211 FAX: (213) 202-5773

PRACTICE AREAS: Civil rights, Public policy advocacy/legislation

NUMBER OF ATTORNEYS: 4

TYPE OF WORK: Research and writing, Attend city council meetings

TIME COMMITMENT: Case by case

OTHER: Spanish, and Coursework in Constitutional law preferred

CONTACT PROCEDURES: Mail resume, cover letter, writing sample

NATIONAL CENTER FOR YOUTH LAW

405 - 14th Street, 15th Floor, Oakland, CA 94612-2701

WEBSITE: www.youthlaw.org

CONTACT: Amelia M. Martínez, Assistant to the Director

PHONE: (510) 835-8098 x 3003 FAX: (510) 835-8099

E-MAIL: info@youthlaw.org

DESCRIPTION: Founded in 1970, the National Center for Youth Law is a non-profit organization whose mission is to use the law to improve the lives of children and adolescents affected by poverty.

NCYL's advocacy on behalf of poor children concentrates on the following key areas: Protecting abused and neglected children, expanding access to health care for children and adolescents, securing public benefits to meet the special needs of children, improving child support collection, combating the "criminalization" of youth; and NCYL provides assistance to other child advocates nationwide, conducts trainings, publishes a legal journal, and litigates cases intended to benefit large numbers of poor children.

PRACTICE AREAS: Youth Law

TYPE OF WORK: Under the mentorship of their supervising attorney, clerks research novel issues of youth law, write legal memoranda, assist in ongoing litigation, and respond to requests for assistance.

CONTACT PROCEDURES: Submit the following: cover letter, resume, three references and a short writing sample.

NATIONAL HEALTH LAW PROGRAM, INC.

2639 South La Cienega Boulevard, Los Angeles, CA 90034

WEB SITE: www.healthlaw.org

CONTACT: Manjusha Kulkarni, Staff Attorney

PHONE: (310) 204-6010 FAX: (310) 204-0891

E-MAIL: kulkarni@healthlaw.org

DESCRIPTION: The National Health Law Program is a national public interest law firm that seeks to improve health care for America's working and unemployed poor, minorities, the elderly and people with disabilities. NHeLP serves legal services programs, community-based organizations, the private bar, providers and individuals who work to preserve a health care safety net for the millions of uninsured or underinsured low-income people.

PRACTICE AREAS: Health, Poverty law

NUMBER OF ATTORNEYS: 4

TYPE OF WORK: Research and writing

TIME COMMITMENT: Fall/Spring: 10 hours per week, Summer: full time/10 weeks

OTHER: Demonstrated interest in health law or in public interest law is preferred.

CONTACT PROCEDURES: Call the office for deadlines and mail resume and cover letter

NATIONAL IMMIGRATION LAW CENTER

3435 Wilshire Boulevard, Suite 2850, Los Angeles, CA 90010

WEB SITE: www.nilc.org

CONTACT: Monica Dunahee, Director of finance and administration

PHONE: (213) 639-3900 FAX: (213) 639-3911

E-MAIL: dunahee@nilc.org

DESCRIPTION: The National Immigration Law Center (NILC) is a national support center whose mission is to protect and promote the rights of low income immigrants and their family members. NILC staff specialize in immigration law, and the employment and public benefits rights of immigrants. The Center conducts policy analysis and impact litigation and provides publications, technical advice, and trainings to a broad constituency of legal aid agencies, community groups, and pro bono attorneys. NILC maintains offices in Los Angeles, Oakland, and Washington, D.C. and operates the Sacramento policy office for the California Immigrant Welfare Collaborative.

PRACTICE AREAS: Immigration law

NUMBER OF ATTORNEYS: 7

TYPE OF WORK: Research and writing

TIME COMMITMENT: Case by case

CONTACT PROCEDURES: Mail resume and cover letter with interests

NATIONAL LABOR RELATIONS BOARD, REGION 32

1301 Clay Street, Suite 300 N, Oakland, CA 94612-5211

WEB SITE: www.nlr.gov

CONTACT: A. Donald Rhoads, Deputy Regional Attorney

PHONE: (510) 637-3300 FAX: (510) 637-3315

E-MAIL: donlad.rhoads@nlrb.gov

DESCRIPTION: The NLRB is an administrative federal agency which administers and enforces the National Labor Relations Act which is the primary federal statute governing labor relations in the private sector.

NUMBER OF ATTORNEYS: 22

TYPE OF WORK: Interns are involved in investigations of unfair labor practice cases, taking affidavits, conducting NLRB elections, and researching and writing.

TIME COMMITMENT: 2 months

OTHER: Prefer 2Ls with a background in evidence and labor law.

CONTACT PROCEDURES: Send cover letter and resume.

NATIONAL LAWYERS GUILD

8124 W. 3rd Street #201 Los Angeles, CA 90048

WEB SITE: www.nlg-la.org

CONTACT: James Lafferty, Executive Director

PHONE: (323) 653-4510 FAX: (323) 653-3245

DESCRIPTION: The National Lawyers Guild is an association dedicated to the need for basic change in the structure of our political and economic system. We seek to unite the lawyers, law students, legal workers, and jailhouse lawyers of America in an organization which shall function as an effective political and social force in the service of the people, to the end that human rights shall be regarded as more sacred

than property interests. Our aim is to bring together all those who regard adjustments to new conditions as more important than the veneration of precedent; who recognize the importance of safeguarding and extending the rights of workers, women, farmers, and minority groups upon whom the welfare of the entire nation depends; who seek actively to eliminate racism; who work to maintain and protect our civil rights and liberties in the face of persistent attacks upon them; and who look upon the law as an instrument for the protection of the people, rather than for their repression.

PRACTICE AREAS: Civil rights

NUMBER OF ATTORNEYS: 480

TYPE OF WORK: Coordinate projects, Legal research, Client contact, Community presentations

TIME COMMITMENT: None

OTHER: Commitment to civil rights issues

CONTACT PROCEDURES: Mail cover letter and resume

NATIONAL SENIOR CITIZENS LAW CENTER

3435 Wilshire Boulevard, Suite 2860, Los Angeles, CA 90010

WEB SITE: www.nsclc.org

CONTACT: Gerald McIntyre, Acting Executive Director

PHONE: (213) 639-0930 FAX: (213) 639-0934

DESCRIPTION: For more than 25 years, the National Senior Citizens Law Center has helped older individuals to live in dignity and freedom from poverty. NSCLC staff works with legal services offices and senior organizations throughout the U.S. to provide quality advice and service. NSCLC staff attorneys serve as counsel in litigation, provide expert analysis on federal policy, train advocates to better represent their clients and educate through our publications.

PRACTICE AREAS: Disability law, Elder law, Health law, Poverty law, Benefits, Long-term care issues, Public policy advocacy/legislation

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Legal research and writing

TIME COMMITMENT: Flexible

OTHER: Prefers a student with good research and writing skills who has an interest in a career in public service.

CONTACT PROCEDURES: Mail resume, cover letter, and writing sample

NATURAL RESOURCES DEFENSE COUNCIL (NRDC)

6310 San Vicente Boulevard, Suite 250, Los Angeles, CA 90048

WEB SITE: www.nrdc.org

CONTACT: Judy Gill, Program Assistant and Intern Coordinator

PHONE: (323) 934-6900 FAX: (323) 934-1210

DESCRIPTION: NRDC uses law, science, and the support of more than 500,000 members nationwide to protect the planet's wildlife and wild places and to ensure a safe and healthy environment for all living things.

PRACTICE AREAS: Environmental, Impact litigation

NUMBER OF ATTORNEYS: 9

TYPE OF WORK: Legal research and writing of briefs, Giving testimony before regulatory agencies, Case review, Investigation of possible federal law violations, Drafting documents related to civil prosecutions

TIME COMMITMENT: Varies during the school year; Has a structured summer intern program

OTHER: Opportunities are sporadic

CONTACT PROCEDURES: Mail cover letter, resume, writing sample and transcript, if available

NEIGHBOR TO NEIGHBOR

6151 West Century Boulevard, Los Angeles, CA 90045

WEB SITE: www.n2nusa.org

CONTACT: Kafi Watlington-MacLeod, Deputy Director Chief of Staff

PHONE: (310) 337-7739 x 200 FAX: (310) 337-7143

E-MAIL: kdwm123@aol.com

DESCRIPTION: Neighbor to Neighbor is a social and justice organization that uses grassroots organizing, legislative lobbying media, voter registration and electoral campaigns to build a people's movement in low-income and working class communities. Our goal is to move the nation in a progressive direction. The Working Families Agenda - good jobs, education and training, affordable child care, health care and housing, and a welfare safety net - is the cornerstone of our program. PRACTICE AREAS: Civil rights, Race discrimination, Public policy advocacy/legislation, Voting rights

NUMBER OF ATTORNEYS: 2

TYPE OF WORK: Internet research, Grassroots research action project, Voting rights research

TIME COMMITMENT: Flexible

OTHER: Spanish preferred and course work in civil rights, election law, and any clinical courses

CONTACT PROCEDURES: Mail cover letter, resume and writing sample (3-5 pages), 3 refer

NEIGHBORHOOD LEGAL SERVICES OF LOS ANGELES COUNTY

13327 Van Nuys Boulevard, Pacoima, CA 91331

(NOTE: Students will be placed at various courthouses throughout Los Angeles County)

CONTACT: Sharley Allen, Volunteer Coordinator

PHONE: (818) 834-7506 FAX: (818) 896-6647

EMAIL: sallen@nls-la.org

DESCRIPTION: Provides legal services to low income residents of the San Gabriel, San Fernando, Santa Clarita, and Antelope Valley in all areas of law. However, student interns work exclusively in the domestic violence section. Also, for more information students may want to contact Prof. Harvey Silberman who also provides his services to the organization.

PRACTICE AREAS: Domestic violence

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Students will assist in obtaining temporary restraining orders, and prepare declarations and other legal documents. Work will be at the Superior Courts: either Van Nuys, San Fernando, Burbank or Chatsworth.

TIME COMMITMENT: 1 morning a week for at least 3 months

CONTACT PROCEDURES: Call directly

PEOPLE'S DEFENSE PROJECT

1147 E. Broadway Street #138, Glendale, CA 91205

CONTACT: Carlos Rodriguez, Director

PHONE: (818) 557-1228 **FAX:** (818) 956-8001

DESCRIPTION: The People's Defense Project, a non-profit organization, based in Glendale, is dedicated to helping innocent people that have been falsely accused and wrongly convicted.

PRACTICE AREAS: Criminal law

TYPE OF WORK: Produce press releases, Research and writing

TIME COMMITMENT: Flexible scheduling for a minimum of 2-3 weeks

OTHER: Desire to help the community and an interest in criminal law preferred.

CONTACT PROCEDURES: Call directly

POST CONVICTION CENTER

5855 Green Valley Circle, Suite 100, Culver City, CA 90230

CONTACT: Anjanette Tenorio, Office Manager

PHONE: (310) 670-6211 **FAX:** (310) 670-9112

E-MAIL: postconvcenter@sbcglobal.net

DESCRIPTION: Organization focuses on police misconduct and DNA case

PRACTICE AREAS: Criminal law appeals, work focuses on police misconduct and DNA cases

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Research and review claims of innocence by convicted persons.

TIME COMMITMENT: Full or part-time

OTHER: Must be computer proficient and have an interest in criminal defense and civil rights. 2L & 3L only

CONTACT PROCEDURES: Mail resume and cover letter by mail, fax, or e-mail

PRO BONO PROJECT

480 North First Street, P.O. Box 103, San Jose, CA 95103

WEBSITE: www.probonoproject.org

CONTACT: Jennifer Wallace, Director of Outreach & Marketing

PHONE: (408) 998-5298 x 329 **FAX:** (408) 971-9672

E-MAIL: jwallace@probonoproject.org

DESCRIPTION: The mission of the Pro Bono Project is to provide pro bono legal assistance in Silicon Valley. Using volunteers, we offer access to high quality legal representation in civil disputes to low income people with cases in Santa Clara County Courts.

TYPE OF WORK: The Pro Bono Project continuously needs other volunteers to assist us with research, organizational development, and administration of cases.

CONTACT PROCEDURES: Contact organization directly

PROTECTION AND ADVOCACY, INC.

3580 Wilshire Boulevard, Suite 902, Los Angeles, CA 90010

WEB SITE: www.pai-ca.org

CONTACT: Maria Abdo

PHONE: (213) 427-8747 FAX: (213) 427-8767

E-MAIL: maria.abdo@pai-ca.org

DESCRIPTION: PAI works in partnership with people with disabilities - to protect, advocate for and advance their human, legal and service rights. We strive toward a society that values all people and supports their rights to dignity, freedom, choice and quality of life.

PRACTICE AREAS: Civil rights, Disability advocacy, Education, Health/mental health, Public benefits

NUMBER OF ATTORNEYS: 10

TYPE OF WORK: Legal research and writing, Client assistance, Case preparation

TIME COMMITMENT: 15 hours per week minimum

OTHER: Bilingual, social service experience is desirable. Must have good research and writing skills

CONTACT PROCEDURES: Mail resume, cover letter, references and writing sample

PUBLIC ADVOCATES, INC.

The Student Program, 1535 Mission Street, San Francisco, California 94103

WEB SITE: www.publicadvocates.org

CONTACT: Sara Mahdavi

PHONE: (415) 431-7430 FAX: (415) 431-1048

E-MAIL: smahdavi@publicadvocates.org

DESCRIPTION: Public Advocates, Inc. is one of the oldest public interest law firms in the nation.

It was founded in 1971 to challenge the persistent, underlying causes and effects of poverty and discrimination and to work for the empowerment of the poor and people of color by raising a voice for social justice in government, corporate and other institutions. Public Advocates uses a variety of litigative and non-litigative strategies, including judicial and administrative actions, policy advocacy projects, multi-cultural coalition building, and community economic development. Its past accomplishments include work ranging from consumer rights and corporate social responsibility to health and homelessness. Today,

its current efforts focus on education, health care, telecommunications, employment and insurance redlining. Public Advocates is committed to working on issues that are relevant to poor, underrepresented communities.

PRACTICE AREAS: Civil Rights, Education, Health Care, Insurance, Telecommunications

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: The Public Advocates Student Program is an educational program designed to expose law students to the diverse strategies needed by today's public interest lawyers. Students who commit to a spring, fall, or summer semester will have the opportunity to try their hand at the real work of the firm, which may include drafting documents, contributing to strategy sessions, attending hearings, talking to legislators, meeting the press, or working with the community. The workload may involve litigation, legislative reform, administrative petitions, coalition building, and/or community-based policy development. Each student will be paired with a supervising attorney.

CONTACT PROCEDURES: Send a cover letter and resume

PUBLIC COUNSEL LAW CENTER

601 South Ardmore, Los Angeles, CA 90005

WEB SITE: www.publiccounsel.org

CONTACT: Ted Zepeda, Pro Bono Coordinator

EMAIL: tzepeda@publiccounsel.org

PHONE: (213) 385-2977 x125 **FAX:** (213) 385-9089

DESCRIPTION: Public Counsel Law Center is the public interest law firm of the Los Angeles County and Beverly Hills Bar Associations, as well as the Southern California affiliate of the Lawyers' Committee for Civil Rights Under Law. Public Counsel Law Center is comprised of six law projects providing a broad range of services.

Four of our six projects are litigation based:

- 1. Children's Rights** - serving children in the dependency system
- 2. Consumer Law** - defending poor victims of consumer fraud/abuse
- 3. Immigrants' Rights** - helping asylum and VAWA applicants
- 4. Homelessness Prevention** - assisting those most in need

Our two transactional projects are:

- 5. Community Development** - serving nonprofits and micro-businesses
- 6. Child-Care Law** - providing legal & business support to providers

Public Counsel also has three large sub-projects that require intern support. The first two are programs of our Children's Rights Project and are located off-site:

- 1. The Adoptions Project** - assists foster parents who want to provide permanent homes for their foster children through adoption. Internship site at the Children's Court in Monterey Park
- 2. The Guardianship Clinic** - helps pro per guardianship applicants at the Downtown Superior Court building. Internship site at Superior Court in Downtown Los Angeles.

The third sub-project is a program of our Consumer Law Project:

- 3. Debtor's Assistance Project** - assisting needy families bankrupted by illness or job loss.

PRACTICE AREAS: Children's rights, Immigration, Homeless issues, Consumer law, Child-care law, Community development, Transactional law

NUMBER OF ATTORNEYS: 20

TYPE OF WORK: Varies by project, including: Client intake, Research and writing, Advocacy, Drafting documents and Client follow up.

TIME COMMITMENT: minimum commitment is four hours per week for 10 weeks. Internship hours are flexible but only during the business day.

OTHER: Call Ted Zepeda, Pro Bono Coordinator for more information @ 213/395-2977 x125.

CONTACT PROCEDURES: Complete online application and then email your resume and cover letter to tzepeda@publiccounsel.org.

PUBLIC EMPLOYMENT RELATIONS BOARD (Los Angeles Regional Office)

3530 Wilshire Boulevard, Suite 1435, Los Angeles, CA 90010-2334

WEB SITE: www.perb.ca.gov

CONTACT: Marc Hurwitz, Regional Attorney

PHONE: (213) 736-3127

E-Mail: mhurwitz@perb.ca.gov

DESCRIPTION: The Public Employment Relations Board (PERB or Board) is a quasi-judicial administrative agency charged with administering the collective bargaining statutes covering employees of California's public schools, colleges, and universities, employees of the State of California, and employees of California local public agencies (cities, counties and special districts).

PRACTICE AREAS: Administering the labor statutes (Educational Employment Relations Act, Dills Act, Higher Education Employer-Employee Relations Act, and Meyers-Milias-Brown Act) covering public sector employees in California.

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Prepare advisory memos to regional attorneys processing unfair practice charges and injunctive relief requests; draft complaints, warning letters, and dismissals; Assist administrative law judges in preparing drafts of proposed decisions on unfair charges and representation cases

TIME COMMITMENT: 20 hours per week

OTHER: Coursework in labor/employment law or prior experience in field required

CONTACT PROCEDURES: Resume and writing sample

PUBLIC LAW CENTER

601 Civic Center Drive, Santa Ana, CA 92701

WEBSITE: www.publiclawcenter.org

CONTACT: Ken W. Babcock, Executive Director

PHONE: (714) 541-1010 FAX: (714) 541-5157

E-MAIL: kbabcock@publiclawcenter.org

DESCRIPTION: The Public Law Center is the principal pro bono, public interest law firm in

Orange County.

PRACTICE AREAS: Bankruptcy, Child and youth advocacy, Consumer fraud, Debtor/creditor law, Disability advocacy, Elder law, Employment, Health/mental health, Family law, Homeless, Housing, Labor, AIDS, Poverty law, Probate, Tax

NUMBER OF ATTORNEYS: 6

TYPE OF WORK: Client contact, Intake, Preparing memoranda, Impact litigation research

TIME COMMITMENT: Minimum 3 hours per week

OTHER: Appreciate Spanish and Vietnamese skills

CONTACT PROCEDURES: Mail a letter and resume

RIVERSIDE COUNTY PUBLIC DEFENDER

4200 Orange Street, Riverside, CA 92501

WEB SITE: <http://publicdef.co.riverside.ca.us/>

CONTACT: Gordon Cox

PHONE: (909) 955-6185 **FAX:** (909) 955-6025

DESCRIPTION: The Riverside Public Defender's Office provides a wide variety of legal assistance to those in the community who demonstrate a need and are involved in issues related to their fundamental rights.

PRACTICE AREAS: Criminal, Juvenile law, Civil law, Guardianship

NUMBER OF ATTORNEYS: 45

TYPE OF WORK: Research and writing, Assist attorneys in motions and other court pleadings

TIME COMMITMENT: Minimum of 20 hours/week for 10 weeks

CONTACT PROCEDURES: Mail resume, and cover letter

SAN FERNANDO VALLEY FAIR HOUSING COUNCIL

8134 Van Nuys Boulevard, Suite 206, Panorama City, CA 91402

CONTACT: Diana Bruno, Executive Director

PHONE: (818) 373-1185 **FAX:** (818) 373-1193

E-MAIL: dbruno@fairhousingcouncil.org

DESCRIPTION: Investigates alleged housing discrimination complaints for the San Fernando Valley and contracting cities. Provides free legal consultations and conducts educational outreach programs on fair housing law.

PRACTICE AREAS: Housing discrimination based on race, religion, national origin, children, age, marital status, sex, sexual orientation, disability, student status; Racially and religiously motivated vandalism and violence

NUMBER OF ATTORNEYS: 1 consulting attorney

TYPE OF WORK: Varies; typically includes Research and writing, Administration

TIME COMMITMENT: Flexible

OTHER: Must be willing to learn

CONTACT PROCEDURES: Mail cover letter and resume

SAN FRANCISCO DISTRICT ATTORNEY'S OFFICE

SFDA's Office-Internship Program, Hall of Justice, 850 Bryant St., #322, San Francisco, CA 94103

WEBSITE: www.ci.sf.ca.us/da/

CONTACT: Kurt Grimes, Intern Coordinator

PHONE: (415) 553-9724

E-MAIL: kurt_grimes@ci.sf.ca.us

DESCRIPTION: Interns can gain a wide breadth of experience working in one of the following units: General Felonies, Misdemeanors, Narcotics, Hate Crimes, Gangs, Sexual Assaults, Career Criminals, Homicide, Domestic Violence, Juvenile Crimes, Welfare Fraud, Preliminary Hearings, Special Prosecutions, Appeals & Motions, Consumer Protection, Elder Abuse, High Tech, Environmental

PRACTICE AREAS: Criminal law

TYPE OF WORK: Assist Assistant District Attorneys in a variety of tasks, including: reviewing police reports, investigation chronologies & criminal records; contacting witnesses, victims & police officers; assisting attorneys in court & with pre-hearing & pre-trial conferences; researching & writing court motions; discussion of cases for disposition; observing hearings & jury trials. Bar Certified Students (those who have fulfilled certain prerequisite courses, including Evidence, Criminal Procedure, Civil Procedure, etc. and who have been certified by the California State Bar to participate in court proceedings) will have a unique opportunity to argue motions & conduct hearings in superior courts.

TIME COMMITMENT: Minimum 6 weeks

CONTACT PROCEDURES: Send Cover Letter, Resume, Writing sample (5-10 pages), Two (2) passport size photos, and Letters of recommendation(s) (optional)

SAN FRANCISCO DISTRICT ATTORNEY'S OFFICE - SPECIAL PROSECUTIONS

Attention Intern Application, 732 Brannan Street, San Francisco, CA 94103

WEBSITE: www.ci.sf.ca.us/da/

CONTACT: Diane Knoles, Special Prosecutions Intern Coordinator

PHONE: (415) 551-9574

E-MAIL: SFDAKnoles@yahoo.com

PRACTICE AREAS: Criminal law

TYPE OF WORK: Assist Assistant District Attorneys in a variety of tasks, including: reviewing police reports, investigation chronologies & criminal records; contacting witnesses, victims & police officers; assisting attorneys in court & with pre-hearing & pre-trial conferences; researching & writing court motions; discussion of cases for disposition; observing hearings & jury trials. Bar Certified Students (those who have fulfilled certain prerequisite courses, including Evidence, Criminal Procedure, Civil Procedure, etc. and who have been certified by the California

State Bar to participate in court proceedings) will have a unique opportunity to argue motions & conduct hearings in superior courts.

TIME COMMITMENT: Minimum 6 weeks

CONTACT PROCEDURES: Send Cover Letter, Resume, Writing sample (5-10 pages), Two (2) passport size photos, and Letters of recommendation(s) (optional)

SAN PEDRO COMMUNITY LEGAL SERVICES

461 West 6th Street #227, San Pedro, CA 90731

CONTACT: Sylvia Martinez

PHONE: (310) 521-1180 x103 FAX: (310) 831-6122

DESCRIPTION: Organization assists domestic violence victims with their legal affairs including immigration and family law matters.

PRACTICE AREAS: Criminal law, Domestic/dating violence, Employment rights, Family law, Health law, Housing law, Immigration law, Poverty law, Public policy advocacy/legislation, Welfare rights, and Women's rights

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Client intake, Draft declarations, Advocate for clients seeking benefits, Legal research and writing

TIME COMMITMENT: Minimum of 1 day per week

OTHER: Prefers students with bilingual ability in Spanish.

CONTACT PROCEDURES: Mail resume and cover letter; follow-up with a phone call

SANTA MONICA BAYKEEPER

P.O. Box 10096, Marina del Rey, CA 90295

WEB SITE: www.smbaykeeper.org

CONTACT: Steve Fleischli, Executive Director

PHONE: (310) 305-9645 FAX: (310) 305-7985

E-MAIL: sfleischli@smbaykeeper.org

DESCRIPTION: The BayKeeper is your citizen "park ranger" for the Santa Monica Bay, San Pedro Bay, and the adjacent coastal waters and watersheds. The primary mission is to continually survey the environmental health of these resources; to alert the public to potential hazards and expose those who contribute in any way to the degradation of this ecosystem.

PRACTICE AREAS: Environment law, Administrative law

NUMBER OF ATTORNEYS: 1

TYPE OF WORK: Legal research and writing

TIME COMMITMENT: During school year 10 hours per week; Summer 30 hours per week

OTHER: Prefers experience with environmental law

CONTACT PROCEDURES: Mail cover letter, resume and writing sample

SANTA MONICA CITY ATTORNEY'S OFFICE

1685 Main Street, Room 310, Santa Monica, CA 90407

WEB SITE: <http://pen.ci.santa-monica.ca.us/atty/>

CONTACT: Iris Stein, Office Administrator

PHONE: (310) 458-8348

E-MAIL: iris-stein@santa-monica.org

DESCRIPTION: The organization is composed of four distinct units: 1) the Civil Liability Unit which defends the city in any lawsuits, 2) the Consumer Protection Unit, 3) the Municipal Law Unit which primarily handles city contracts, and 4) the Criminal Unit which only handles misdemeanors.

PRACTICE AREAS: Civil liability, Consumer protection, Municipal law, and Criminal misdemeanors

NUMBER OF ATTORNEYS: 24

TYPE OF WORK: Depends on the unit students are interested in. Generally, research and writing, attending court proceedings, and some client intake. Very hands-on responsibilities.

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Mail resume and cover letter stating unit of interest

SCREEN ACTORS GUILD

5757 Wilshire Boulevard, Los Angeles, CA 90036

WEB SITE: www.sag.org

CONTACT: Duncan Crabtree-Ireland, Associate Hollywood Resident Counsel

PHONE: (323) 549-6043 FAX: (323) 549-6624

E-MAIL: direland@sag.org

DESCRIPTION: The legal department of SAG represents approximately 100,000 members in the film and television industries.

PRACTICE AREAS: The Legal Department of Screen Actors Guild is responsible for the enforcement of multiple collective bargaining agreements governing the employment of performers in the entertainment industry. The Legal Department handles a variety of matters in the areas including grievances under the agreements, sexual harassment, bankruptcies, talent agencies, and work related benefits (unemployment insurance, disability, social security, etc.)

NUMBER OF ATTORNEYS: 8

TYPE OF WORK: Assisting attorneys in research and arbitration preparation including drafting memos and documents, witness preparation and summarizing awards. Research topics may include labor, corporate and tax, copyright, secured transactions, social security, unemployment, and litigation procedures.

TIME COMMITMENT: Flexible but prefers 15 hours per week

OTHER: Contracts, evidence preferred

CONTACT PROCEDURES: Mail resume and cover letter

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

818 W. Seventh Street, 12th Floor, Los Angeles, CA 90017

WEB SITE: www.scag.ca.gov

CONTACT: Justine Block, Deputy Legal Counsel

PHONE: (213) 236-1920 FAX: (213) 236-1961

E-MAIL: block@scag.ca.gov

DESCRIPTION: The organization's mission is to provide leadership, vision and progress which promote economic growth, personal well-being, and livable communities for all Southern Californians. The Association will accomplish this Mission by: Developing long-range regional plans and strategies that provide for efficient movement of people, goods and information; enhance economic growth and international trade; and improve the environment and quality of life. Providing quality information services and analysis for the region. Using an inclusive decision-making process that resolves conflicts and encourages trust. Creating an educational and work environment that cultivates creativity, initiative, and opportunity.

PRACTICE AREAS: Transportation law, Environmental law, Administrative law, Housing law, Contracts

NUMBER OF ATTORNEYS: 2

TYPE OF WORK: Legal research and writing along with some policy research

TIME COMMITMENT: Minimum of 15 hours per week

OTHER: Coursework in Administrative or Environmental law preferred

CONTACT PROCEDURES: Mail or e-mail resume and cover letter

TORRANCE CITY ATTORNEY'S OFFICE

3031 Torrance Boulevard, Torrance, CA 90503

CONTACT: Linda Santos, Law Office Administrator

PHONE: (310) 618-5818 FAX: (310) 618-5813

E-MAIL: lsantos@torrnet.com

DESCRIPTION: The Office advises and represents the City Council and City Departments on all legal matters in which they are involved through three divisions: general support, criminal prosecution and civil litigation.

PRACTICE AREAS: Municipal law, Criminal law, Environmental law, Litigation, Zoning, Employment, Civil Rights, Government Contracts

TYPE OF WORK: Law students serve as volunteer law clerks and are supervised by the City Attorney who provides varied and challenging assignments and permits the volunteer to fully participate in the work of the office including becoming a certified law school student through the State Bar Program.

CONTACT PROCEDURES: Send resume, recommendation, transcript, and cover letter

TRIAL LAWYERS FOR PUBLIC JUSTICE

Summer Internship; One Kaiser Plaza, Suite 275, Oakland, CA 94612-3684

WEB SITE: www.tlpj.org

CONTACT: Victoria Ni

PHONE: (510) 622-8150 FAX: (510) 622-8155

DESCRIPTION: TLPJ is a national public interest law firm dedicated to using trial lawyer skills and resources to advance the public good. TLPJ specializes in precedent-setting and socially significant individual and class action litigation. It also frequently represents or acts as co-counsel with public interest groups that need trial lawyer assistance. Through creative litigation, public education, and innovative work with the broader public interest community, we develop and prosecute cutting-edge cases in the areas of consumer and victims' rights, environmental protection and safety, civil rights and civil liberties, workers' rights, toxic torts, the preservation of the civil justice system, and the protection of the poor and powerless. We also have special projects that fight unnecessary secrecy in the courts, federal preemption of injury victims' claim, mandatory arbitration, and class action abuse.

TYPE OF WORK: TLPJ's legal interns research and develop new cases with the staff attorneys and provide assistance to attorneys in ongoing litigation.

TIME COMMITMENT: 10 weeks

CONTACT PROCEDURES: Please send resume, transcript, writing sample, and two references

U.S. ATTORNEY'S OFFICE - CENTRAL DISTRICT OF CALIFORNIA (CIVIL)

300 North Los Angeles Street, Suite 7516, Los Angeles, CA 90012

CONTACT: Julie Zatz, Civil Extern Coordinator

PHONE: (213) 894-7349 FAX: (213) 894-7819

DESCRIPTION: The U.S. Attorney's Office prosecutes federal offenses and defends U.S. Government interests in civil actions. The Central District of California includes the counties of Los Angeles, Orange, Riverside, San Bernardino, San Luis Obispo, Santa Barbara, and Ventura. With over 15.5 million people, it is by far the most populous federal judicial district.

TYPE OF WORK: Extern assignments are varied, and have included drafting parts of or entire district court and appellate briefs; researching discrete issues of law; assisting in the development of discovery and preparation for trial; preparing memoranda and propounding and responding to discovery. Externs are also encouraged to attend court hearings, attorney conferences, depositions and settlement conferences. In addition, meetings with different district court and magistrate judges are arranged to enable externs to gain judicial insight into how to practice in particular courtrooms, the qualities judges look for in law clerks, the skills they appreciate and the qualities they abhor in the attorneys who practice before them, and personal war stories.

TIME COMMITMENT: Summer: 8-12 weeks full-time; Fall/Spring: 3 days per week

OTHER: All successful applicants should be in the top 1/3 of their class and have completed a course in civil procedure. In addition, classes in torts, evidence and/or constitutional law are desirable.

CONTACT PROCEDURES: Send resume, transcript, legal writing sample, dates when

available, and telephone number to be reached both during the day and in the evening.

U.S. ATTORNEY'S OFFICE - CENTRAL DISTRICT OF CALIFORNIA (TAX)

300 North Los Angeles Street, Room 7211, Los Angeles, CA 90012

WEB SITE: www.usdoj.gov/usao/cac

CONTACT: Robert Kwan, Assistant Chief, Tax Division, Tax Division Extern Coordinator

PHONE: (213) 894-2410 FAX: (213) 894-0115

E-MAIL: robert.kwan@usdoj.gov

DESCRIPTION: The U.S. Attorney's Office prosecutes federal offenses and defends the U.S. Government interests in civil actions. The Central District of California includes the counties of Los Angeles, Orange, Riverside, San Bernardino, San Luis Obispo, Santa Barbara, and Ventura. With over 15.5 million people, it is by far the most populous federal judicial district. The Tax Division specializes in criminal and civil tax litigation.

PRACTICE AREAS: Tax, litigation, criminal procedure, civil procedure, bankruptcy and creditor's rights

NUMBER OF ATTORNEYS: 8

TYPE OF WORK: Externs are generally assigned to one or two attorneys. It is our philosophy that externs learn more by "shadowing" one of two attorneys during the internship to find out what the practice of law is like, namely, civil and criminal litigation in a government law office. Externs accompany their attorney(s) to court hearings and trials, attorney conferences, depositions and settlement conferences. Externs are generally asked to assist attorneys in legal research (Lexis and Westlaw are available), drafting portions of legal briefs and memoranda and propounding and responding to discovery.

TIME COMMITMENT: Summer: 8-12 weeks/full time (normally 4 days per week); Spring/Fall: 2-3 days per week

OTHER: Interested applicants should apply early. The deadline for completion of externship applications and interviews (including completion of security clearance forms and taking of fingerprints) is approximately 15 weeks before starting date of term or semester for externship. All successful applicants should have completed courses in civil procedure and in legal writing and research. In addition, classes in the law of federal income taxation and other federal taxation, business entities, creditors' rights/bankruptcy, secured transactions, community property, pretrial and trial practice and externship experience with a court or other litigating agency are desirable. Interest in tax law practice and top 50% class standing preferred; others will be considered. Externships are unpaid positions. U.S. Citizenship required. All externs must pass federal security clearance. Law school enrollment concurrent with externship required.

CONTACT PROCEDURES: Resume and recent law school transcript (required), interview (required); legal writing sample (optional); dates when available; telephone, fax numbers and email address where student can be reached during the day and in the evening.

U.S. ATTORNEY'S OFFICE - EASTERN DISTRICT OF CALIFORNIA (CRIMINAL)

501 I Street, Suite 10-100, Sacramento, CA 95814

WEB SITE: www.usdoj.gov/usao/cae/home

CONTACT: Karen K. Ernst

PHONE: (916) 554-2700 FAX: (916) 554-2900

E-MAIL: karen.ernst@usdoj.gov

DESCRIPTION: The United States Attorney's Office is responsible for representing the federal government in virtually all of the litigation involving the United States in the Eastern District of California. This includes all criminal prosecutions for violations of federal law, civil lawsuits by and against the government, and actions to collect judgments and restitution on behalf of victims and taxpayers.

PRACTICE AREAS: The Criminal Division includes four sections: Narcotics and Violent Crime, Special Prosecutions, White Collar Crime and Appellate.

TYPE OF WORK: The Law Clerk positions allow students to gain experience in researching issues; writing memoranda of findings, briefs, and motions; and observing federal court proceedings.

TIME COMMITMENT: Approximately 10 weeks

OTHER: A security clearance takes between 6-8 weeks; please submit your resume in time to allow for this process. No student will be allowed to begin work until the office receives notification of satisfactory adjudication of the clearance.

CONTACT PROCEDURES: Send cover letter and resume. Please indicate in your cover letter and on the envelope which division you would like to intern with.

**U.S. ATTORNEY'S OFFICE - EASTERN DISTRICT OF CALIFORNIA
(MISDEMEANORS) - FRESNO BRANCH**

1130 O Street, Room 3654, Fresno, CA 93721

WEB SITE: www.usdoj.gov/usao/cae/home

CONTACT: Stanley A. Boone, Assistant United States Attorney

PHONE: (559) 498-7272 FAX: (559) 498-7432

DESCRIPTION: The United States Attorney's Office is responsible for representing the federal government in virtually all of the litigation involving the United States in the Eastern District of California. This includes all criminal prosecutions for violations of federal law, civil lawsuits by and against the government, and actions to collect judgments and restitution on behalf of victims and taxpayers. The Misdemeanor Unit prosecutes all criminal misdemeanor crimes occurring within the Southern Division of the Eastern District of California.

PRACTICE AREAS: Criminal law

TYPE OF WORK: The Law Clerk positions allow students to gain experience in researching issues; writing memoranda of findings, briefs, and motions; and observing federal court proceedings

TIME COMMITMENT: Summer: 30-40 hours per week

OTHER: If inters wish to appear in federal court before a judge they must have completed or be

enrolled in Civil Procedure and Evidence.

CONTACT PROCEDURES: Send cover letter and resume. Please indicate in your cover letter and on the envelope which division you would like to intern with.

U.S. ATTORNEY'S OFFICE - NORTHERN DISTRICT OF CALIFORNIA (CIVIL)

450 Golden Gate Avenue, San Francisco, CA 94102

WEB SITE: www.usdoj.gov/usao/can

CONTACT: Scott Nonaka, Assistant United States Attorney

PHONE: (415) 436-7107 **FAX:** (415) 436-7234

DESCRIPTION: The United States Attorney's Office is responsible for representing the federal government in virtually all of the litigation involving the United States in the Northern District of California, including all criminal prosecutions for violations of federal law, civil lawsuits against the government, and actions to collect judgments and restitution on behalf of victims and taxpayers.

PRACTICE AREAS: The Civil Division consists of the General Defensive Litigation, Affirmative Civil Enforcement ("ACE"), Financial Litigation ("FLU"), Environment and Natural Resources ("ENR") and Immigration units.

TYPE OF WORK: Draft motions, discovery responses, and appellate briefs. Attend depositions and court appearances. Supervised by an AUSA

TIME COMMITMENT: 8 weeks/full time

CONTACT PROCEDURES: Mail resume, transcript, and writing sample

U.S. ATTORNEY'S OFFICE - NORTHERN DISTRICT OF CALIFORNIA (CRIMINAL)

450 Golden Gate Avenue, P.O. Box 36055, San Francisco, CA 94102

WEB SITE: www.usdoj.gov/usao/can

CONTACT: Susan Knight, Special Assistant United States Attorney

PHONE: (415) 436-7107 **FAX:** (415) 436-7234

DESCRIPTION: The United States Attorney's Office is responsible for representing the federal government in virtually all of the litigation involving the United States in the Northern District of California, including all criminal prosecutions for violations of federal law, civil lawsuits against the government, and actions to collect judgments and restitution on behalf of victims and taxpayers.

PRACTICE AREAS: The largest sections in the Criminal Division are the General Crimes Section, which prosecutes cases involving violent crime, bank robberies, guns, Social Security fraud and criminal immigration violations; the White Collar Crime Section, which prosecutes cases of financial fraud (excluding securities and Social Security fraud), civil rights violations, health care fraud and environmental crimes; the Securities Fraud Section, which prosecutes securities fraud in Silicon Valley and throughout the District; Narcotics and the Organized Crime Drug Enforcement Task Force ("OCDETF"), which prosecutes violations of the narcotics laws, including narcotics offenses that involve violence; and the Organized Crime Strike Force, which

prosecutes cases of organized crime, including Russian and Asian organized crime.

TYPE OF WORK: Perform all tasks involved in the prosecution of misdemeanor offenses.

Supervised by a SAUSA.

TIME COMMITMENT: Summer: 10 weeks/full time

CONTACT PROCEDURES: Send resume, transcript, and writing sample

**U.S. ATTORNEY'S OFFICE - NORTHERN DISTRICT OF CALIFORNIA
(ENVIRONMENT AND NATURAL RESOURCES)**

450 Golden Gate Avenue, P.O. Box 36055, San Francisco, CA 94102

WEB SITE: www.usdoj.gov/usao/can

CONTACT: Chuck O'Connor, Assistant U.S. Attorney, Chief, Environment and Natural Resources Unit

PHONE: (415) 436-7180 **FAX:** (415) 436-6748

E-MAIL: charles.o'connor@usdoj.gov

DESCRIPTION: The United States Attorney's Office is responsible for representing the federal government in virtually all of the litigation involving the United States in the Northern District of California, including all criminal prosecutions for violations of federal law, civil lawsuits against the government, and actions to collect judgments and restitution on behalf of victims and taxpayers.

PRACTICE AREAS: The ENR Unit litigates both affirmative and defensive environmental cases on behalf of the United States. Its work falls into five main categories: pollution (air, water and hazardous waste), public lands and natural resources (defense of decisions about land management and, occasionally, land title issues), wildlife (endangered species and other wildlife laws), land acquisition (condemnation) and Indian matters.

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Research and writing memos and motions; discovery; attendance at hearings/depositions.

TIME COMMITMENT: Summer: 8 weeks/full time

OTHER: Completion of the basic evidence law course is preferred.

CONTACT PROCEDURES: Send resume, transcript, and writing sample

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES, OFFICE FOR CIVIL RIGHTS

911 Wilshire Boulevard Suite 915, Los Angeles, CA 90017

WEB SITE: www.hhs.gov/ocr

CONTACT: Karin Wang, Deputy Regional Manager

PHONE: (213) 534-1431 **FAX:** (213) 534-1467

E-MAIL: karin.wang@hhs.gov

DESCRIPTION: The Department of Health and Human Services, through the Office for Civil

Rights, promotes and ensures that people have equal access to and opportunity to participate in and receive services in all HHS programs without facing unlawful discrimination. Through prevention and elimination of unlawful discrimination, the Office for Civil Rights helps HHS carry out its overall mission of improving the health and well-being of all people affected by its many programs. The civil rights laws enforced by OCR protect individuals on the basis of race, color, national origin (including language), and disability.

PRACTICE AREAS: Federal civil rights enforcement (Health and Welfare programs)

NUMBER OF ATTORNEYS: 3 (in LA office)

TYPE OF WORK: Research and writing, Assist in civil rights investigations

TIME COMMITMENT: Part time

OTHER: Interest in civil rights issues

CONTACT PROCEDURES: Mail or e-mail cover letter, resume, and at least 2 employment references.

U.S. DEPARTMENT OF JUSTICE, OFFICE OF THE U.S. TRUSTEE

725 S. Figueroa Street, Suite 2600, Los Angeles, CA 90017

WEB SITE: www.usdoj.gov/ust/r16/default.htm

CONTACT: Russell Clementson, Trial Attorney; Dare Law, Staff Attorney

PHONE: Dare Law: (213) 894-4925, Russell Clementson: (213) 894-4505; **FAX:** (213) 894-2603

E-MAIL: dare.law@usdoj.gov; russell.clementson@usdoj.gov

DESCRIPTION: The United States Trustee Program is a component of the U.S. Department of Justice that supervises the administration of bankruptcy cases. The United States Trustee for Region 16 is responsible for bankruptcy cases filed in the Central District of California. The headquarters is located in Los Angeles.

PRACTICE AREAS: Bankruptcy (all chapters), Bankruptcy fraud

NUMBER OF ATTORNEYS: 25

TYPE OF WORK: Legal research and writing, Accompany attorneys to court and on site visits, Assist in preparation and review of legal pleadings including motions and disclosure statements, Attend personnel training sessions

TIME COMMITMENT: Varies

OTHER: All interns are required to complete a background check prior to starting their internship and offers are conditioned upon the successful completion of the background check. This process generally takes 60 to 90 days. The office will advise interns of a deadline to accept or decline offers that allows sufficient time for the background check to be completed.

CONTACT PROCEDURES: Mail resume and cover letter to either Dare Law or Russell Clementson

**U.S. DEPARTMENT OF LABOR, PENSION & WELFARE BENEFITS
ADMINISTRATION**

1055 E. Colorado Boulevard, Suite 200, Pasadena, CA 91101

WEB SITE: www.dol.gov/pwba/

CONTACT: Crisanta Johnson, Deputy Regional Director

PHONE: (626) 229-1000 FAX: (626) 229-1098

E-MAIL: johnsonc@pwba.dol.gov

DESCRIPTION: The US Department of Labor's Pension and Welfare Benefits Administration (PWBA) administers and enforces the Employee Retirement Income Security Act of 1974 (ERISA). ERISA is the federal law which protects 6 million private employee benefits plans representing 150 million Americans and nearly \$3.7 trillion in employee benefit plan assets, the U.S. economy's single largest source of capital for investment. To that end, PWBA conducts civil and criminal investigations of pension, health and other employee benefit plans to ensure compliance with ERISA. The Los Angeles Regional Office of PWBA has jurisdiction over employee benefit plans located in Southern California, Arizona, and Hawaii.

PRACTICE AREAS: Criminal law, Health law, and Employee benefits

NUMBER OF ATTORNEYS: 32

TYPE OF WORK: Research and writing, Assist with investigations, Conduct initial client analysis

TIME COMMITMENT: Full -time during summer, part-time during schoolyear

OTHER: Spanish and coursework in accounting preferred

CONTACT PROCEDURES: Mail resume, transcript and writing sample

U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

901 Market Street, Suite 500, San Francisco, CA 94103

WEB SITE: www.eeoc.gov

CONTACT: William R. Tamayo, Regional Attorney

PHONE: (415) 356-5040 FAX: (415) 356-5046

DESCRIPTION: The EEOC is a federal agency that enforces the federal anti-discrimination laws in employment.

PRACTICE AREAS: Employment discrimination

NUMBER OF ATTORNEYS: 13

TYPE OF WORK: Law students assist attorneys in drafting pleadings, legal research and investigation.

TIME COMMITMENT: 20 hours per week

OTHER: Preference for students with a background in labor law and employment discrimination.

CONTACT PROCEDURES: Send cover letter, resume, writing sample, and 3 references.

U.S. SECURITIES AND EXCHANGE COMMISSION

5670 Wilshire Boulevard, 14th Floor, Los Angeles, CA 90036

WEBSITE: www.sec.gov

CONTACT: Marc Blau, Staff Attorney

PHONE: (323) 965-3998 FAX: (323) 965-4513

DESCRIPTION: The SEC administers and enforces the federal securities laws. The Commission regulates the nation's securities markets, brokerage firms, investment companies and investment advisors. The Commission also prescribes requirements for companies issuing stock or other securities.

NUMBER OF ATTORNEYS: roughly 50

TYPE OF WORK: Interns perform research and writing on investigations.

TIME COMMITMENT: Interns work for a minimum of 8 weeks (20-40 hours per week)

OTHER: Prefers 2Ls with a background in securities, evidence, administrative law, trial advocacy, and policy.

CONTACT PROCEDURES: Send resume, cover letter, writing sample, and transcript

UNITED STATES SMALL BUSINESS ASSOCIATION

330 North Brand Boulevard, Suite 1200, Glendale, CA 91203

WEB SITE: www.sba.gov

CONTACT: Marchelle Bailey, Attorney

PHONE: (818) 552-3334

E-MAIL: marchelle.bailey@sba.gov

DESCRIPTION: The U.S. Small Business Administration (SBA) was created by Congress in 1953 to help America's entrepreneurs form successful small enterprises. Today, SBA's program offices in every state offer financing, training and advocacy for small firms. These programs are delivered by SBA offices in every state, the District of Columbia, the Virgin Islands and Puerto Rico. In addition, the SBA works with thousands of lending, educational and training institutions nationwide.

PRACTICE AREAS: Commercial law (civil suits), Bankruptcy (Creditor's rights), Real Estate (eminent domain actions), Loan Documentation (compliance reviews), Government Contracting (contract reviews).

NUMBER OF ATTORNEYS: 5

TYPE OF WORK: Prepare pleadings, Review contracts, Review loans, Legal research and writing

TIME COMMITMENT: 25 hours per week

CONTACT PROCEDURES: Mail resume and cover letter

WESTERN CENTER ON LAW AND POVERTY

3701 Wilshire Boulevard, Suite 208, Los Angeles, CA 90010

WEB SITE: www.wclp.org

CONTACT: Katie Murphy

PHONE: (213) 487-7211 x 26

E-MAIL: rothschild@wclp.org

DESCRIPTION: The Western Center on Law and Poverty is a non-profit legal services program devoted to high-impact poverty law litigation and legislative advocacy in the state of California. Headquartered in Los Angeles with offices in Oakland and Sacramento, WCLP focuses its work in the areas of welfare, housing and health care.

PRACTICE AREAS: Child and youth advocacy, Health/mental health, Homeless, Housing, Landlord/tenant, Poverty law, Public benefits, Welfare, Women's issues

NUMBER OF ATTORNEYS: 8

TYPE OF WORK: Legal research and writing

TIME COMMITMENT: 12-15 hours per school year; 35 hours per week in the summer

OTHER: Spanish, Korean, Russian especially helpful. Administrative Law and Poverty Law are helpful

CONTACT PROCEDURES: Mail cover letter, resume (with references), and writing sample

WESTERN LAW CENTER FOR DISABILITY RIGHTS

Loyola Law School, 919 S. Albany Street, Los Angeles, CA 90015

WEB SITE: www.wlcdr.org

CONTACT: Marianne Brazer, Office Manager

PHONE: (213) 736-1432 FAX: (213) 736-1428

E-MAIL: marianne.brazer@lls.edu

DESCRIPTION: Founded in 1975 in memory of A. Milton Miller, the Western Law Center for Disability Rights (located on the campus of Loyola Law School in Los Angeles) remains today one of the only non-profit legal agencies in Southern California that provides legal assistance to persons with all types of disabilities. With a small staff, law student externs and volunteer attorneys, the Center fields requests for assistance from large numbers of persons with disabilities and provides much-needed assistance through litigation, mediation, advocacy, and meaningful referrals to other agencies. These efforts contribute significantly to the ability of persons with disabilities to secure appropriate judicial, administrative, and consensual remedies under laws which protect their rights.

PRACTICE AREAS: Disability advocacy, Employment, Education, Health/mental health, Housing, Learning rights, Mediation

NUMBER OF ATTORNEYS: 12

TYPE OF WORK: Client contact, Draft complaints and memoranda

TIME COMMITMENT: Varies with project

OTHER: Commitment to civil rights and disability rights required.

CONTACT PROCEDURES: Call, or Mail cover letter and resume. Be sure to state how much time you want to volunteer

WOMEN LAWYERS ASSOCIATION FOUNDATION

634 South Spring Street Suit 617, Los Angeles, CA 90014

WEB SITE: www.wlala.org

CONTACT: Kim Denton, Executive Administrator

PHONE: (213) 892-8982 FAX: (213) 892-8948

E-MAIL: info@wlala.org

DESCRIPTION: Established in 1919, WLALA has been a powerful and respected advocate of women attorneys, women in general, persons of color, the disadvantaged, and the under-represented in Southern California. With over 1,100 members, our members are an integral part of the largest local women's bar association in California.

PRACTICE AREAS: Adoption, family law, civil law, domestic violence

TYPE OF WORK: Research and writing

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Call directly

WORKING PEOPLE'S LAW CENTER

1475 Echo Park Avenue, Los Angeles, CA 90026

WEBSITE: www.wplc.net

CONTACT: Art Goldberg or Joanie Chen

PHONE: (213) 250-5500 FAX: (213) 250-2846

E-MAIL: wplc@email.com

DESCRIPTION: Organization takes on a wide variety of cases for working class people on a sliding pay scale, the organization is not funded. In addition, the office initiates several free progressive political litigation every year. The organization promises to provide legal interns with the skills to become a great lawyer, to manage a small public service oriented office, and to gain fulfillment in the legal profession.

PRACTICE AREAS: Civil rights, Constitutional law, Criminal law, Family law, Poverty law

NUMBER OF ATTORNEYS: 3

TYPE OF WORK: Research and writing, Accompany attorneys to court

TIME COMMITMENT: Flexible

CONTACT PROCEDURES: Call directly

YOUTH LAW CENTER (CHILDREN'S LEGAL PROTECTION CENTER)

417 Montgomery Street, Suite 900, San Francisco, CA 94104-1121

WEBSITE: www.youthlawcenter.com

CONTACT: Mamie Yee, Paralegal

PHONE: (415) 543-3379 x 3914 FAX: (415) 956-9022

E-MAIL: myee@youthlawcenter.com

DESCRIPTION: The Youth Law Center is a non-profit, public interest law office that has worked to protect abused and at-risk children since 1978. With offices in San Francisco and Washington, D.C., the Center works nationally to serve children, focusing particularly upon the

problems of children living apart from their families in child welfare and juvenile justice systems. The goal of the Youth Law Center's work is to ensure that vulnerable children are provided with the conditions and services they need to grow into healthy, productive adults.

PRACTICE AREAS: Youth law

NUMBER OF ATTORNEYS: 6

TYPE OF WORK: Students will work closely with attorneys on pending federal and state civil rights litigation. Tasks include doing legal research and writing, drafting pleadings, attending litigation strategy meetings and any local court proceedings. In addition, students do legal research and prepare memoranda on public policy aspects of child welfare and juvenile justice. Students may also work on publications of the Youth Law Center.

TIME COMMITMENT: Summer Law Clerks - Full time for 10 weeks

OTHER: Experience in child advocacy work may be helpful.

CONTACT PROCEDURES: Send resume, writing sample and three references.

YWCA WINGS BATTERED WOMEN'S SHELTER

P.O. Box 1464, West Covina, CA 91793

WEB SITE: www.ywca-wings.org

CONTACT: Cheri Wallace, Volunteer Coordinator

PHONE: (626) 915-5191 **FAX:** (626) 858-5140

DESCRIPTION: More battered women than ever before are seeking help along with their children, often the 'forgotten victims'. Children who observe violence at home often repeat it, showing aggression toward siblings, playmates, parents, dates or strangers. We have a unique opportunity to enlist everyone in the effort to curb the abuse that pervades our society. The WINGS program alone serves over 4000 women and children each year. We provide shelter, counseling, legal and social service advocacy and support programs.

PRACTICE AREAS: Domestic violence

TYPE OF WORK: Assisting in temporary restraining orders, Work with victims in emergency shelter program

TIME COMMITMENT: Flexible, but prefers 6 hours per week for 6 months

CONTACT PROCEDURES: Call directly

PRACTICE AREA INDEX

AIDS/HIV

- AIDS Project Los Angeles
- East Bay Community Law Center
- HIV & AIDS Legal Services Alliance (HALSA)
- Lambda Legal Defense & Education Fund
- Los Angeles City Attorney
- Los Angeles Gay and Lesbian Center
- Public Law Center

ADMINISTRATIVE LAW

- California Teacher's Association
- Center for Nonprofit Management
- City of Los Angeles Ethics Commission
- Civic Resource Group
- Public Employment Relations Board
- Santa Monica Baykeeper
- Southern California Association of Governments

ALTERNATIVE DISPUTE RESOLUTION/MEDIATION

- Asian Pacific American Dispute Resolution Center
- Dispute Resolution Services
- Directors Guild of America
- Western Law Center for Disability Rights

ARTS

- J. Paul Getty Trust

BANKRUPTCY

- AIDS Services Center/HALSA (debtor)
- Bet Tzedek Legal Services
- Legal Aid Foundation of Los Angeles
- Los Angeles Free Clinic Legal Department (debtor)
- Public Law Center
- U.S. Attorney - Central District of California (Tax)
- U.S. Department of Justice, Office of the US Trustee
- United States Small Business Association (creditor)

CHILD CARE

- 1736 Family Crisis Center
- California Women's Law Center
- Human Services Network of Los Angeles
- Public Counsel - Children's Rights Project

CHILDREN'S ISSUES/YOUTH LAW

- 1736 Family Crisis Center
- ACLU of Southern California
- Alliance for Children's Rights
- Dependency Court Legal Services
- Housing Rights Center - Pasadena
- Los Angeles County District Attorney
- National Center for Youth Law
- Protection and Advocacy, Inc.
- Public Counsel - Children's Rights Project
- Public Law Center
- Western Center on Law and Poverty
- Youth Law Center

CIVIL LITIGATION

- Community Legal Services
- Directors Guild of America
- Federal Trade Commission
- Fresno City Attorney
- Los Angeles City Attorney
- Pro Bono Project
- Riverside Public Defender's Office
- Santa Monica City Attorney
- U.S. Attorney - Central District of California (Tax)
- U.S. Attorney - Northern District of California (Civil)
- United States Small Business Association
- Women Lawyers Association of Los Angeles

CIVIL RIGHTS/IMPACT LITIGATION

- ACLU of Southern California
- American Association Of Single People
- Anti-Defamation League Of B'Nai B'Rith (ADL)
- California Women's Law Center
- Center For Law In The Public Interest
- Coalition For Humane Immigrants Rights In Los Angeles
- Community Legal Services
- Constitutional Rights Foundation
- Fresno City Attorney
- Glendale City Attorney
- Korean Immigrant Workers Advocates
- Lambda Legal Defense and Education Fund

- Legal Aid Foundation of Los Angeles
- Legal Aid Society of San Francisco - Employment Law Center
- Los Angeles City Attorney
- Los Angeles Coalition To End Hunger & Homelessness
- Los Angeles Gay and Lesbian Center
- Mexican American Legal Defense And Educational Fund (MALDEF)
- NAACP Legal Defense and Educational Fund
- National Lawyers Guild
- Neighbor To Neighbor
- Protection and Advocacy, Inc.
- Public Advocates, Inc.
- Torrance City Attorney
- Trial Lawyers for Public Justice
- U.S. Department Of Health And Human Services, Office for Civil Rights
- Western Center on Law and Poverty
- Working People's Law Center

COMMUNITY ECONOMIC DEVELOPMENT

- East Bay Community Law Center
- Legal Aid Foundation of Los Angeles
- Public Counsel - Community Development Project

CONSUMER LAW

- Bet Tzedek Legal Services
- California Attorney General's Office (Consumer section)
- California Public Interest Research Group
- Community Legal Services
- Consumer Action Center
- Federal Trade Commission
- Foundation For Taxpayer And Consumer Rights
- Inland Empire Latino Lawyers Association
- Los Angeles Center For Law And Justice
- Los Angeles City Attorney
- Los Angeles County District Attorney
- Public Counsel - Consumer Law Project
- Public Law Center
- Santa Monica City Attorney

CONSTITUTIONAL LAW

- ACLU of Southern California
- American Association of Single People
- California Teacher's Association
- Constitutional Rights Foundation
- Working People's Law Center

CONTRACTS

- California Attorney General's Office (Natural Resources Section)
- Chula Vista City Attorney
- Fresno City Attorney
- Southern California Association Of Governments
- Torrance City Attorney
- United States Small Business Association

CRIMINAL/DEFENSE

- ACLU - Death Penalty Project
- Indigent Criminal Defense Appointments Program - L.A. County Bar Association
- Federal Defenders of San Diego, Inc.
- Federal Public Defender - Central District of California
- Federal Public Defender - Northern District of California
- Los Angeles County Public Defender
- Los Angeles Gay and Lesbian Center
- Neighborhood Legal Center
- People's Defense Project
- Post Conviction Center
- Riverside County Public Defender's Office
- San Pedro Community Legal Services
- Working People's Law Center

CRIMINAL/PROSECUTION

- California Attorney General - Criminal Division
- Chula Vista City Attorney
- Long Beach City Attorney
- Los Angeles City Attorney
- Los Angeles County District Attorney
- San Francisco District Attorney
- Santa Monica City Attorney
- Torrance City Attorney
- U.S. Attorney - Eastern District of California (Criminal)
- U.S. Attorney - Northern District of California (Criminal)
- U.S. Department Of Labor, Pension & Welfare Benefits Administration

DISABILITY ISSUES

- Bet Tzedek Legal Services
- Federal Defenders of San Diego, Inc.
- Housing Rights Center - Pasadena
- Legal Aid Society of San Francisco - Employment Law Center
- National Senior Citizens Law Center
- Protection and Advocacy, Inc.

- Western Law Center For Disability Rights

DOMESTIC VIOLENCE

- 1736 Family Crisis Center
- Break The Cycle
- Community Legal Services
- Consumer Action Center
- Glendale YWCA - Domestic Violence Project
- Harriet Buhai Center for Family Law
- Jenesse Center, Inc.
- Legal Aid Foundation of Los Angeles
- Los Angeles County District Attorney
- Neighborhood Legal Services Of Los Angeles County
- San Pedro Community Legal Services
- Women Lawyers Association of Los Angeles

EDUCATION

- Alliance for Children's Rights
- Break the Cycle
- California Women's Law Center
- California Teacher's Association
- Center for Law in the Public Interest
- Constitutional Rights Foundation
- Mental Health Advocacy Services
- Mexican American Legal Defense And Educational Fund (MALDEF)
- NAACP Legal Defense and Educational Fund
- Neighborhood Legal Center
- Protection and Advocacy, Inc.
- Public Advocates, Inc.
- Western Law Center for Disability Rights

ELDER LAW

- Bet Tzedek
- Housing Rights Center - Pasadena
- Legal Aid Society of Orange County
- Legal Assistance for Seniors, HICAP
- National Senior Citizens Law Center
- Public Law Center

EMPLOYMENT/LABOR LAW

- ACLU of Southern California
- American Association of Single People
- Asian Pacific American Legal Center
- California Teacher's Association
- California Women's Law Center

- Center for Nonprofit Management
- Chula Vista City Attorney
- Civic Resource Group
- Directors Guild of America
- East Bay Community Law Center
- Equal Rights Advocates
- Fresno City Attorney
- J. Paul Getty Trust
- Korean Immigrant Workers Advocates
- Legal Aid Society of San Francisco - Employment Law Center
- Los Angeles Gay and Lesbian Center
- MALDEF
- National Labor Relations Board
- Public Employment Relations Board
- San Pedro Community Legal Services
- Screen Actors Guild
- Torrance City Attorney
- Trial Lawyers for Public Justice
- U.S. Department Of Labor, Pension & Welfare Benefits Administration
- U.S. Equal Employment Opportunity Commission
- Western Law Center for Disability

ENTERTAINMENT

- Directors Guild
- Screen Actors Guild

ENVIRONMENT

- California Attorney General - Environmental Division
- California Attorney General - Natural Resources Section
- California Public Interest Research Group
- Center For Law In The Public Interest
- Chula Vista City Attorney
- Communities for a Better Environment
- Fresno City Attorney
- Heal The Bay
- Housing Rights Center - Pasadena
- Los Angeles City Attorney
- Los Angeles County District Attorney
- Natural Resources Defense Council
- Santa Monica Baykeeper
- Southern California Association of Governments
- Torrance City Attorney
- U.S. Attorney - Central District of California (Civil)
- U.S. Attorney - Northern District of California (Environment and Natural Resources)

FAMILY LAW

- 1736 Family Crisis Center
- Alliance for Children's Rights
- Asian Pacific American Legal Center
- Bet Tzedek Legal Services
- California Women's Law Center
- Community Legal Services
- Consumer Action Center
- Gay & Lesbian Community Services Center
- Glendale YWCA
- Harriet Buhai Center for Family Law
- Inland Empire Latino Lawyers Association
- Lambda Legal Defense & Education Fund
- Legal Aid Foundation of Los Angeles
- Legal Aid Society of Orange County
- Levitt & Quinn Family Law Center
- Los Angeles Center For Law And Justice
- Los Angeles Free Clinic Legal Department
- San Pedro Community Legal Services
- Women Lawyers Association of Los Angeles
- Working People's Law Center

FINANCE

- Chula Vista City Attorney
- Commodity Futures Trading Commission
- U.S. Attorney - Northern District of California (Civil)

GOVERNMENT/PUBLIC BENEFITS

- Alliance for Children's Rights
- Asian Pacific American Legal Center
- Community Legal Services
- HIV & AIDS Legal Services Alliance (HALSA)
- Inner City Law Center
- Legal Aid Foundation of Los Angeles
- Legal Aid Society of Orange County
- Los Angeles Center for Law and Justice
- Mental Health Advocacy Services
- National Senior Citizens Law Center
- Protection and Advocacy, Inc.

GOVERNMENT REFORM

- California Public Interest Research Group
- Center For Governmental Studies
- City Of Los Angeles Ethics Commission

- Mexican American Legal Defense and Education Fund (MALDEF)

HEALTH CARE

- Alliance for Children's Rights
- California Women's Law Center
- Center For Health Care Rights
- Consumer Action Center
- Human Services Network Of Los Angeles
- Mental Health Advocacy Services
- National Health Law Program
- National Senior Citizens Law Center
- Protection and Advocacy, Inc.
- Public Advocates, Inc.
- San Pedro Community Legal Services
- U.S. Department Of Health And Human Services, Office For Civil Rights
- U.S. Department Of Labor, Pension & Welfare Benefits Administration
- Western Center on Law and Poverty
- Western Law Center for Disability Rights

HOMELESSNESS

- Bet Tzedek
- Inner City Law Center
- Los Angeles Coalition To End Hunger & Homelessness
- Public Counsel - Homelessness Prevention Project
- Western Center on Law and Poverty

HOUSING

- American Association Of Single People
- Asian Pacific American Legal Center
- California Department of Fair Employment and Housing
- Community Legal Services
- East Bay Community Law Center
- Fair Housing Foundation
- Fresno City Attorney
- HIV & AIDS Legal Services Alliance (HALSA)
- Housing Rights Center
- Inland Empire Latino Lawyers Association
- Inner City Law Center
- Legal Aid Foundation of Los Angeles
- Legal Aid Society of Orange County
- Los Angeles Center For Law And Justice
- Los Angeles City Attorney
- Mental Health Advocacy Services

- Public Counsel (Real Property Fraud)
- San Fernando Valley Fair Housing Council
- San Pedro Community Legal Services
- Southern California Association of Governments
- Western Center on Law and Poverty
- Western Law Center for Disability Rights
- Westside Fair Housing Council

INDIAN LAW

- California Indian Legal Services

IMMIGRATION

- Asian Pacific American Legal Center
- Asociacion de Salvadoreños de Los Angeles
- Central American Refugee Center (CARECEN)
- Coalition For Humane Immigrants Rights In Los Angeles
- Glendale YWCA
- HIV & AIDS Legal Services Alliance (HALSA)
- Immigration Legal Assistance Project
- Immigration Services Of Santa Rosa
- International Rescue Committee, Inc. (IRC)
- Legal Aid Foundation of Los Angeles
- Los Angeles Free Clinic Legal Department
- Mexican American Legal Defense And Educational Fund (MALDEF)
- National Immigration Law Center
- Public Counsel - Immigrants' Rights Project
- San Pedro Community Legal Services
- U.S. Attorney - Northern District of California (Civil)

INSURANCE

- Chula Vista City Attorney
- Foundation For Taxpayer And Consumer Rights
- Fresno City Attorney
- Public Advocates, Inc.
- US Department of Labor - Pension & Welfare Benefits Administration

INTERNATIONAL HUMAN RIGHTS

- ACLU of Southern California
- Center for Human Rights and Constitutional Law
- Central American Resource Center (CARECEN)

MINORITY ISSUES

- Asian Pacific American Dispute Resolution Center
- Asian Pacific American Legal Center
- Bet Tzedek

- Inland Empire Latino Lawyers Association, Inc, Legal Aid Project
- Korean Immigrant Workers Advocates
- Legal Aid Foundation of Los Angeles
- Mexican American Legal Defense And Educational Fund (MALDEF)
- NAACP Legal Defense and Educational Fund

MUNICIPAL LAW

- Chula Vista City Attorney
- Fresno City Attorney
- Glendale City Attorney
- Long Beach City Attorney
- Los Angeles City Attorney
- Santa Monica City Attorney
- Torrance City Attorney

POVERTY LAW (including government benefits/direct individual legal services)

- ACLU of Southern California
- Asian Pacific American Legal Center
- Bet Tzedek
- Inner City Law Center
- Legal Aid Foundation of Los Angeles
- Legal Aid Society of Orange County
- Legal Assistance for Seniors, HICAP
- Los Angeles Center for Law and Justice
- Mental Health Advocacy Services
- National Health Law Program, Inc.
- National Senior Citizens Law Center
- Public Counsel
- Public Law Center
- San Fernando Valley Neighborhood Legal Services
- San Pedro Community Legal Services
- Western Center On Law And Poverty
- Working People's Law Center

PUBLIC POLICY ADVOCACY

- Coalition For Humane Immigrants Rights In Los Angeles
- Housing Rights Center
- Human Services Network
- Korean Immigrant Workers Advocates
- Los Angeles City Attorney
- Los Angeles County District Attorney
- NAACP Legal Defense And Education Fund
- National Senior Citizens Law Center

- Neighbor to Neighbor
- San Pedro Community Legal Services

SECURITIES

- Commodity Futures Trading Commission
- Federal Trade Commission
- U.S. Securities and Exchange Commission

SEXUAL ORIENTATION ISSUES

- ACLU of Southern California
- American Association of Single People
- Los Angeles Gay and Lesbian Center
- Lambda Legal Defense and Education Fund

TAX

- Center For Nonprofit Management
- HIV & AIDS Legal Services Alliance (HALSA)
- J. Paul Getty Trust
- Los Angeles Free Clinic, Legal Department
- Public Law Center
- US Attorney - Central District of California (Tax)

TORTS

- Glendale City Attorney
- Inland Empire Latino Lawyers Association
- US Attorney - Civil Division
- Los Angeles City Attorney's Office - Civil Liability
- Trial Lawyers for Public Justice
- California Attorney General's Office - Civil Division

VOTING RIGHTS

- ACLU of Southern California
- Mexican American Legal Defense And Educational Fund (MALDEF)
- Neighbor to Neighbor

WILLS

- HIV & AIDS Legal Services Alliance (HALSA)
- Public Law Center

WOMEN'S ISSUES

- ACLU of Southern California
- California Women's Law Center
- Harriet Buhai Center For Family Law
- Korean Immigrant Workers Advocates

- Legal Aid Foundation of Los Angeles
- San Pedro Community Legal Services
- Western Center On Law And Poverty
- Women Lawyers Association of Los Angeles
- YWCA Wings Battered Women's Shelter

GEOGRAPHIC INDEX

Berkeley

East Bay Community Law Center

Chula Vista

Chula Vista City Attorney's Office

Culver City

Post Conviction Center

Escondido

California Indian Legal Services

Fresno

Fresno City Attorney's Office

U.S. Attorney - Eastern District of California (Misdemeanor Unit) - Fresno Branch

Glendale

American Association Of Single People

Glendale City Attorney's Office

Glendale YWCA - Domestic Violence Project

People's Defense Project

United States Small Business Association

Long Beach

Fair Housing Foundation

Legal Aid Foundation of Los Angeles (LAFLA), Long Beach Office

Long Beach City Attorney's Office

Los Angeles

1736 Family Crisis Center

ACLU of Southern California

AIDS Project Los Angeles, Government Affairs Department

Alliance for Children's Rights

Anti-Defamation League Of B'Nai B'Rith (ADL)

Asian Pacific American Dispute Resolution Center (APADRC)

Asian Pacific American Legal Center

Asociacion De Salvadorenos De Los Angeles

Bet Tzedek Legal Services

Break The Cycle

California Attorney General's Office (Consumer Section)

California Attorney General's Office (Criminal Division)

California Attorney General's Office (Environment Section)

California Attorney General's Office (Natural Resources Section)

California Public Interest Research Group (CALPIRG)

California Teacher's Association

California Women's Law Center

Center For Governmental Studies

Center For Health Care Rights

Center For Nonprofit Management

Central American Resource Center (CARECEN)

City Of Los Angeles Ethics Commission
Coalition For Humane Immigrants Rights In Los Angeles
Coalition Of Concerned Legal Professionals
Commodity Futures Trading Commission
Community Legal Services (Compton)
Constitutional Rights Foundation
Directors Guild Of America
Dispute Resolution Services, School Mediation Program (LACBA)
Federal Public Defender - Central District of California
Federal Trade Commission, Western Region-L.A.
Harriett Buhai Center For Family Law
HIV & AIDS Legal Services Alliance (HALSA)
Housing Rights Center - Los Angeles Office
Human Services Alliance
Immigration Legal Assistance Project (LACBA)
Indigent Criminal Defense Appointments Program Of The L.A. County Bar Association
Inner City Law Center
International Rescue Committee, Inc. (IRC)
J. Paul Getty Trust
Jenesse Center, Inc.
Korean Immigrant Workers Advocates
Lambda Legal Defense And Education Fund
Legal Aid Foundation of Los Angeles (LAFLA)
Levitt & Quinn Family Law Center
Los Angeles Center For Law And Justice
Los Angeles City Attorney's Office
Los Angeles City Attorney's Office (Gang Unit)
Los Angeles Coalition To End Hunger & Homelessness
Los Angeles County District Attorney's Office
Los Angeles County Public Defender's Office
Los Angeles Free Clinic, Legal Department
Los Angeles Gay & Lesbian Center, Legal Services Department
Mental Health Advocacy Services
Mexican American Legal Defense And Educational Fund (MALDEF)
NAACP Legal Defense And Education Fund - Western Regional Office
National Health Law Program, Inc.
National Immigration Law Center
National Lawyers Guild
National Senior Citizens Law Center
Natural Resources Defense Council (NRDC)
Neighbor To Neighbor
Protection And Advocacy, Inc.
Public Counsel
Public Employment Relations Board (Los Angeles Regional Office)

Screen Actors Guild
Southern California Association Of Governments
U.S. Attorney's Office - Central District of California (Civil)
U.S. Attorney's Office - Central District of California (Tax)
U.S. Department Of Health And Human Services, Office For Civil Rights
U.S. Department Of Justice, Office Of The U.S. Trustee
U.S. Equal Employment Opportunity Commission - Los Angeles
U.S. Securities and Exchange Commission
Western Center On Law And Poverty
Western Law Center For Disability Rights
Women Lawyers Association of Los Angeles
Working People's Law Center

Marina del Rey

Santa Monica Baykeeper

Monterey Park

Dependency Court Legal Services, Inc.

Norwalk

Community Legal Services (Norwalk)

Oakland

Communities for a Better Environment - Oakland
Legal Assistance for Seniors, HICAP
National Center for Youth Law
National Labor Relations Board, Region 32
Trial Lawyers for Public Justice

Pacoima

Neighborhood Legal Services Of Los Angeles County

Panorama City

San Fernando Valley Fair Housing Council

Pasadena

Consumer Action Center
Housing Rights Center - Pasadena Office
U.S. Department Of Labor, Pension & Welfare Benefits Administration

Riverside

Inland Empire Latino Lawyers Association, Inc, Legal Aid Project
Riverside Public Defender's Office

Sacramento

U.S. Attorney's Office - Eastern District of California (Criminal)

San Diego

Federal Defenders of San Diego, Inc.

San Fernando

Immigration Services Of Santa Rosa

San Francisco

Equal Rights Advocates, Inc.
Federal Public Defender - Northern District of California
Legal Aid Society of San Francisco - Employment Law Center

Public Advocates, Inc.

San Francisco District Attorney's Office

San Francisco District Attorney's Office - Special Prosecutions Unit

U.S. Attorney's Office - Northern District of California (Civil)

U.S. Attorney's Office - Northern District of California (Criminal)

U.S. Attorney's Office - Northern District of California (Environment and Natural Resources)

U.S. Equal Employment Opportunity Commission - San Francisco

Youth Law Center (Children's Legal Protection Center)

San Jose

Pro Bono Project of Santa Clara County

San Pedro

San Pedro Community Legal Services

Santa Ana

Legal Aid Society Of Orange County

Public Law Center

Santa Monica

Center For Law In The Public Interest

Civic Resource Group

Foundation For Taxpayer And Consumer Rights

Heal The Bay

Santa Monica City Attorney's Office

Torrance

Torrance City Attorney's Office

West Covina

YWCA Wings Battered Women's Shelter

Appendix D

PILF GRANT RECIPIENTS

Listed below are recipients of Public Interest Law Foundation summer grants who have worked at various public service organizations, some of which are listed within Appendix C. The individuals on this list are willing to serve as resources as you consider employment and volunteer options, and can be especially valuable if you are having difficulty finding information about some of the organizations, or if you would like information about public interest in areas outside of Southern California.

ACLU

Los Angeles, CA
 Lauren Johnson, Class of 1999
 (1998 PILF Grant)
 Chris Sharpe, Class of 1998
 (1998 PILF Grant)

Alliance for Children's Rights

Los Angeles, CA
 Esther Chang, Class of 2002
 (2000 PILF Grant)
 Lorna Lowe, Class of 2000
 (1998 PILF Grant)
 Stephen Wong, Class of 2000
 (1998 PILF Grant)
 Erin Gardiner, Class of 2003
 (2001 PILF Grant)
 Vanessa Soto, Class of 2003
 (2001 PILF Grant)
 Doris Aghei, Class of 2004
 (2002 PILF Grant)
 Melissa Lau, Class of 2004
 (2002 PILF Grant)

Alternate Public Defender

Los Angeles, CA
 David Fishman, Class of 2001
 (1999 PILF Grant)
 Lizbeth Ochoa, Class of 2001
 (1999 PILF Grant)

Anti-Defamation League

Los Angeles, CA
 Linda Hoos, Class of 2001
 (2000 PILF Grant)

Sean Matsler, Class of 2003
 (2001 PILF Grant)
 Jennifer Staack, Class of 2002
 (2001 PILF Grant)

Asian Pacific American Legal Center

Los Angeles, CA
 Audrey Huang, Class of 2001
 (1999 PILF Grant)

Asian Pacific American Dispute Resolution

Edward Quon, Class of 2000
 (1998 PILF Grant)

Ateneo Human Rights Center

Manila, Philippines
 Karen Robicheau, Class of 1994
 (1992 PILF Grant)

Audubon Society

New York, NY
 Max Weintraub, Class of 1990
 (1989 PILF Grant)

Bazon Center for Mental Health Law

Washington, DC
 Jill Franklin, Class of 1995
 (1994 PILF Grant)

Bet Tzedek

Los Angeles, CA
 Michelle Norman, Class of 2002
 (2000 PILF Grant)
 Courtney Stuart, Class of 2002
 (2000 PILF Grant)

Monique Jewett, Class of 2001
(1999 PILF Grant)

Wit Ashbrook, Class of 2000
(1998 PILF Grant)

Luis Guzman, Class of 2000
(1998 PILF Grant)

Michelle Deleye, Class of 2003
(2001 PILF Grant)

Eli Palomares, Class of 2003
(2001 PILF Grant)

Alex Grager, Class of 2004
(2002 PILF Grant)

Sara Martinez, Class of 2004
(2002 PILF Grant)

Break the Cycle

Los Angeles, CA

Tiffany Zwicker, Class of 2003
(2001 PILF Grant)

California Indian Legal Services

Los Angeles, CA

Bridget Garcia, Class of 2002
(2000 PILF Grant)

California Lawyers for the Arts

Los Angeles, CA

Diane Trunk, Class of 1992
(1990 PILF Grant)

California Women's Law Center

Los Angeles, CA

LeAnna Gutierrez, Class of 2001
(2000 PILF Grant)

Olivia Martinez, Class of 2000
(1999 PILF Grant)

Maura Pally, Class of 2004
(2002 PILF Grant)

Center for the Defense of Human Rights

San Jose, Costa Rica

Sharon Bauman, Class of 1995
(1994 PILF Grant)

Center for Individual Rights

Washington, D.C.

Andrew Stein, Class of 1999
(1998 PILF Grant)

Andrew Stein, Class of 1999

Center for Rights International

New York

Karen Rosen, Class of 1995
(1994 PILF Grant)

**Central American Resource Center
(CARECEN)**

Los Angeles, CA

Bernardo Merino, Class of 2001
(1999 PILF Grant)

Child Advocacy Unit, Legal Aid Society

Pittsburgh, PA

Malhar Pagay, Class of 1994
(1992 PILF Grant)

Cleveland Legal Aid Society

Pamela Johnson, Class of 1995
(1993 PILF Grant)

Communities for Better Environment

Huntington Park, CA

Maria Hall, Class of 2003
(2002 PILF Grant)

Community Legal Services

Los Angeles, CA

Lisette Garcia, Class of 2000
(1998 PILF Grant)

County Attorney General's Office

Fairfax, VA

Marcia McKinley, Class of 1990
(1989 PILF Grant)

DNA People's Legal Services

Window Rock, AZ

Derek Haskew, Class of 1997
(1996 PILF Grant)

Dependency Court Legal Services

Monterey Park, CA

Lisa Shukiar, Class of 1992
(1991 PILF Grant)

Emily Chais, Class of 1994
(1992 PILF Grant)

Julie Buchwald, Class of 2000
(1999 PILF Grant)

Brandy Davis, Class of 2001
(1999 PILF Grant)

Kimberly Freeman, Class of 2001
(1999 PILF Grant)

Jody Leibman, Class of 2001
(1999 PILF Grant)

Sarah Vesecky, Class of 1999
(1998 PILF Grant)

Nancy Yum, Class of 2000
(1998 PILF Grant)

Laurie Adams, Class of 2004
(2002 PILF Grant)

Samara Belgarde, Class of 2003
(2002 PILF Grant)

Spencer Persson, Class of 2004
(2002 PILF Grant)

Disabled Rights Education Fund

Berkeley, CA

Kim Simi, Class of 1993
(1992 PILF Grant)

Dorothea Dix Hospital Special Counsel

Elizabeth Gregory, Class of 1993
(1991 PILF Grant)

El Rescate Legal Services

Los Angeles, CA

Steven Marquardt, Class of 2001
(1999 PILF Grant)

Fair Housing Council of San Gabriel Valley

Pasadena, CA

Steve Hernandez, Class of 2003
(2001 PILF Grant)

Federal Public Defender

Washington D.C.

Diane Arkow, Class of 1993
(1991 PILF Grant)

Fund for Animals

Maryland

Debbie Appel, Class of 1998
(1997 PILF Grant)

General Council of the Bar's

Free Representation Unit

London, England

Andrew Russell, Class of 1995

(1993 PILF Grant)

HIV & AIDS Legal Service Alliance

Los Angeles, CA

Anita Famili, Class of 2001
(1999 PILF Grant)

Gibert Perez, Class of 2001
(1999 PILF Grant)

Larry M. Chattoo, Class of 2003
(2001 PILF Grant)

Indian Pueblo Legal Services

New Mexico

Andrew Kanter, Class of 1995
(1993 PILF Grant)

Inland Counties Legal Services

Lusyana Sandoval, Class of 2000
(1999 PILF Grant)

**Inner City Council for
Excellence in Education**

Inglewood, CA

Antoinette Carter, Class of 1992
(1990 PILF Grant)

Inner City Law Center

Los Angeles, CA

April Guillen, Class of 2002
(2000 PILF Grant)

Gabriel Colwell, Class of 2001
(1999 PILF Grant)

Raunn Ross, Class of 2000
(1998 PILF Grant)

Laura Premi, Class of 2000
(1998 PILF Grant)

Inter-American Institute for Human Rights

San Jose, Costa Rica

Mark Mitchell, Class of 1992
(1991 PILF Grant)

Jenesse Center, Inc.

Los Angeles, CA

Aaron Anderson, Class of 2004
(2002 PILF Grant)

Kenyon Juvenile Justice Center

Los Angeles, CA

David Fetterman, Class of 1995

(1993 PILF Grant)

Korean Immigrant Worker's Advocates

Los Angeles, CA
Hazel Kim, Class of 2002
(2000 PILF Grant)

Legal Action of Wisconsin

Milwaukee, WI
Amy Wochos - transferred
(1994 PILF Grant)

Legal Aid

New Jersey
Mitzy Sharp Futro, Class of 1999
(1998 PILF Grant)

Legal Aid Foundation of Long Beach

Long Beach, CA
Dana S. Martinez, Class of 1998
(1996 PILF Grant)
Luis Chavez, Class of 2001
(1999 PILF Grant)

Legal Aid Foundation of Los Angeles

Los Angeles, CA
Semara Belgarde, Class of 2003
(2001 PILF Grant)
Leslie De La Torre, Class of 2003
(2001 PILF Grant)
Kasie Lee, Class of 2003
(2001 PILF Grant)
Tony Cheng, Class of 2004
(2002 PILF Grant)
Chi Huynh, Class of 2003
(2002 PILF Grant)
Brenna Moorhead, Class of 2004
(2002 PILF Grant)
Nancy Wu, Class of 2004
(2002 PILF Grant)

Legal Aid Foundation of San Bernardino

San Bernardino, CA
Shannon Boyce, Class of 2003
(2001 PILF Grant)

Legal Services

Pasadena, CA
Leslie Howell, Class of 2001

(1999 PILF Grant)

Legal Services of Northern California

Sacramento, CA
Carlton Davis, Class of 2003
(2001 PILF Grant)

Los Angeles Center for Law & Justice

Los Angeles, CA
Fernando Gaytan, Class of 2002
(2000 PILF Grant)
Michael Armenta, Class of 2001
(1999 PILF Grant)
Hutan Hashemi, Class of 2004
(2002 PILF Grant)

Los Angeles County Neighborhood Legal Services

Los Angeles, CA
Alexandra Webber, Class of 2004
(2002 PILF Grant)

Los Angeles County Public Defender

Los Angeles, CA
Sylvia Smith, Class of 1994
(1993 PILF Grant)

Los Angeles Gay and Lesbian Center

Los Angeles, CA
Bryan Wandel, Class of 2001
(1999 PILF Grant)
Jessica Broomall, Class of 2004
(2002 PILF Grant)
David Booher, Class of 2004
(2002 PILF Grant)

Lutheran Social Services

Washington, D.C.
Kathy White, Class of 1995
(1994 PILF Grant)

Mental Health Advocacy Services

Los Angeles, CA
Amy Clark, Class of 2002
(2000 PILF Grant)
Desiree Sagray, Class of 2000
(1998 PILF Grant)

Mexican American Legal Defense

and Education Fund

Los Angeles, CA
Maria Isabel Birrueta, Class of 2002
(2000 PILF Grant)
Anibal Sanchez, Class of 2004
(2002 PILF Grant)

**Metropolitan Public Defender,
Juvenile Division**

Nashville, TN
Maureen Murphy - transferred
(1994 PILF Grant)

Mobilization for Youth Legal Services, Inc.

New York, NY
Nick Smithberg, Class of 1994
(1993 PILF Grant)

NAACP

Los Angeles, CA
Phillip Crabbe, Class of 2001
(1999 PILF Grant)
Amber Grayhorse, Class of 2003
(2001 PILF Grant)

National Health Law Program

Los Angeles, CA
Jennifer Ing, Class of 2002
(2000 PILF Grant)

National Immigration Law Center

Los Angeles, CA
Claudia Lopez, Class of 1995
(1993 PILF Grant)

National Lawyer's Guild

Los Angeles, CA
Bob Edwards, Class of 2002
(2000 PILF Grant)
Paul Maxon, Class of 2003
(2001 PILF Grant)
Michael Golternmann, Class of 2004
(2002 PILF Grant)
Matthew Strugar, Class of 2004
(2002 PILF Grant)

Navajo Legal Aid and Defender Office

Window Rock, AZ
John Carlson, Class of 1993
(1991 PILF Grant)

Neighborhood Legal Services

Ithaca, NY
Claudia Lopez, Class of 1995
(1994 PILF Grant)

Passaic County Legal Aid Society

Paterson, NJ
Mitzy Sharp Futro, Class of 1999
(1998 PILF Grant)

Prisoner's Legal Services of New York

Francis Logan, Class of 1992
(1990 PILF Grant)

Protection & Advocacy, Inc.

Los Angeles, CA
Daniel Gonzalez, Class of 2002
(2000 PILF Grant)
Melissa Ramirez, Class of 2000
(1999 PILF Grant)
Cynthia Prado, Class of 1999
(1998 PILF Grant)
Jonathan Judge, Class of 2003
(2001 PILF Grant)

Public Counsel

Los Angeles, CA
Edward Song, Class of 2000
(1998 PILF Grant)
Natalie Trask, Class of 2000
(1998 PILF Grant)
Eric Wang, Class of 2000
(1998 PILF Grant)
Stephen Dunkle, Class of 2003
(2001 PILF Grant)
Priya Mohan, Class of 2004
(2002 PILF Grant)
Christine Sarapu, Class of 2003
(2002 PILF Grant)
Kate Wallace, Class of 2004
(2002 PILF Grant)

Public Counsel, Children's Rights Project

Los Angeles, CA
Michelle Fowler, Class of 2001
(1999 PILF Grant)

Public Counsel, Immigration Project

Los Angeles, CA

Antonella Nistorescu, Class of 2001
(1999 PILF Grant)

**Public Defender Service for District of
Columbia**

Washington D.C.
Janet Hong, Class of 2002
(2001 PILF Grant)

Public Law Center

Santa Ana, CA
Connie Huang, Class of 2002
(2000 PILF Grant)
Elyce Morris, Class of 2001
(1999 PILF Grant)
Hyanne Park, Class of 1999
(1998 PILF Grant)

**San Fernando Valley Neighborhood Legal
Services**

Pacoima, CA
Christopher Curry, Class of 2000
(1998 PILF Grant)
Rubin Gutierrez, Class of 2000
(1998 PILF Grant)

Seattle-King County Defender Association

Seattle, WA
Julie Gaffney, Class of 1994
(1992 PILF Grant)

**Society of Counsel Representing
Accused Persons**

Seattle, WA
John Carlson, Class of 1993
(1992 PILF Grant)

South Africa Constitution Watch Comm'n

South Africa
Laura Journee, Class of 1993
(1991 PILF Grant)

Southern Center for Human Rights

Atlanta, GA
Anne Hwang, Class of 2002
(2001 PILF Grant)

United Farm Workers of America

Keene, CA

Darcy Griffin, Class of 1996
(1994 PILF Grant)

Van Nuys Neighborhood Legal Services

Van Nuys, CA
Tara Canady, Class of 2003
(2002 PILF Grant)

Western Law Center for Disability Rights

Los Angeles, CA
Leon Hazany, Class of 2003
(2001 PILF Grant)
Karen Nutter, Class of 2004
(2002 PILF Grant)

West Texas Legal Services

Fort Worth, Texas
Robert Rapfogel, Class of 2003
(2001 PILF Grant)

Women's Justice Center

Detroit, MI
Christine Smith, Class of 1995
(1993 PILF Grant)

Youth Law Center

Los Angeles, CA
Janet Hong, Class of 2002
(2000 PILF Grant)

YWCA Domestic Violence Project

Glendale, CA
Nicolle Cumberland, Class of 2003
(2001 PILF Grant)
Maggie Lee, Class of 2004
(2002 PILF Grant)

Appendix E

BIBLIOGRAPHY OF PUBLIC SERVICE RESOURCES

The following is a list of resources and materials to assist you in your public service job search. Most of this material is found in the Career Services Student Resource Center, Room 110. There is an abundance of valuable information shelved for your benefit. A visit to the Resource Center should be one of your first steps as you begin your job search. The staff of the Office of Career Services is available to answer your questions. Materials other than those listed may also be available as new and updated volumes arrive regularly.

The following subject categories are included in this annotated bibliography:

- ! Careers in Public Service Law
- ! Environmental Law
- ! Fellowships/Grants
- ! Government
- ! Human Rights
- ! Internships/Summer Employment
- ! Judicial Opportunities
- ! Minority Organizations/Opportunities
- ! Periodicals and Newsletters
- ! Women's Issues
- ! Videos

CAREERS IN PUBLIC SERVICE LAW

CALIFORNIA AND NEVADA LEGAL SERVICES DIRECTORY
(Western Center on Law Poverty Inc., 1998-1999)

CLEARINGHOUSE REVIEW-JOURNAL OF POVERTY LAW (NCLS, 1996)

DIRECTORY OF LEGAL AID AND DEFENDER OFFICES IN THE UNITED STATES
AND TERRITORIES 1998-1999 (National Legal Aid and Defender Association, 1998)
Legal services offices, defender offices and legal support services offices listings indexed
by city and state.

DIRECTORY OF LEGAL RESOURCES FOR PEOPLE WITH AIDS AND HIV
(American Bar Association, 1997)
Listing of national information resources and legal organizations for people with HIV and

AIDS indexed by state.

DIRECTORY OF NON-PROFIT AGENCIES THAT ASSIST PERSONS IN IMMIGRATION MATTERS (National Immigration Law Center, 1997)

EVALUATING PRO BONO WORK IN A LAW FIRM PRACTICE (NALP, 1991)
NALP Pro Bono Guide for Law Students

GUIDE TO CONSERVATIVE PUBLIC INTEREST LAW (Harvard Law School, 1996)

INCOME SUPPORT AND SOCIAL SERVICES FOR LOW-INCOME PEOPLE IN CALIFORNIA (Urban Institute, 1998)

The report from a study done in the 13 states which are home to half of the U.S. population focusing on the state of income support and social services.

INTERNATIONAL PUBLIC INTEREST LAW (Harvard Law School, 2002)
A Guide to Opportunities in the United States and Abroad

LAW SCHOOL GUIDE TO PUBLIC INTEREST CAREERS (NALP, 1998)

LAW SCHOOL PUBLIC INTEREST LAW SUPPORT PROGRAMS: 1999-2000 DIRECTORY (ABA, 1999)

NAPIL GUIDE TO PUBLIC INTEREST CAREER RESOURCES (NAPIL, 2000)

NAPIL INFORMATION (NAPIL, 1999)

NAPIL POST-GRADUATE NATIONAL SERVICE PROGRAMS (NAPIL, 1999)
NAPIL's information and application binder for their legal service programs including VISTA, National Service Legal Corps and other opportunities.

NAPIL PUBLIC INTEREST LAW CAREER FAIR (NAPIL, 2000)

OPPORTUNITIES IN PUBLIC INTEREST LAW (ACCESS, 1997)
Listing and description of employment opportunities available nationally, indexed by practice area.

OPPORTUNITIES IN PUBLIC AFFAIRS-GRAD POSITIONS AND INTERNSHIPS (1999)

THE PATH TO PRO BONO (ABA)

PI HANDBOOKS/ATLANTA, NATIONAL, STANFORD/VA/WA

PRIVATE PUBLIC INTEREST LAW FIRMS (PSLawNet, 2000)

PRO BONO AND LAW FIRMS (1997)

PRO BONO STUDENTS VOLUNTEER LOG (USC Law School, 1999-2000)

PUBLIC INTEREST JOB SEARCH GUIDE (Harvard Law School, 2000, 2001)

PUBLIC INTEREST PROFILES (CQ Press, 2000-2001)

PUBLIC INTEREST, PRIVATE PRACTICE: A DIRECTORY OF PROGRESSIVE PRIVATE LAW FIRMS IN NORTHERN CALIFORNIA (PICH, 1998)

PUBLIC SERVICE SUMMER WORK PROFILES
(National Association for Law Placement, 1996)

PUBLIC SERVICE DIRECTORY (The Washington Council of Lawyers, 1997)
A listing of pro bono and public service organizations in the D.C. metropolitan area

SOUTHERN CALIFORNIA PUBLIC INTEREST CAREER DAY (UCLA, 2000)

SPOTLIGHT ON PRO BONO AND PUBLIC INTEREST ACTIVITIES IN THE PHILADELPHIA AREA (1999)

THE GREAT FIRM ESCAPE (Harvard Law School, 2000)

THE PUBLIC SERVICE EMPLOYER DIRECTORY (Legal Support Systems, 1998-1999)

TRIAL LAWYERS FOR PUBLIC JUSTICE - 1998 MEMBERSHIP DIRECTORY (TLPJ Foundation, 1998)
Membership directory organized by state of lawyers who work for public justice.

YALE LAW SCHOOL PUBLIC SERVICE CAREER RESOURCE MANUAL (Yale Law School, 1999-2000)

ENVIRONMENTAL LAW

ENVIRONMENTAL LAW CAREERS DIRECTORY 1998-99
(Boalt Hall, UC Berkeley, 1998-99)

ENVIRONMENTAL PUBLIC INTEREST LAW 2001-2002 (Yale Law School, 2001)

THE TRIAL GUIDE TO ENVIRONMENTAL LEGAL CAREERS
(Harvard Law School, 1996)

FELLOWSHIPS/GRANTS

DIRECTORY OF PUBLIC INTEREST FELLOWSHIPS 2000-2001

(Yale Law School, 2000)

Yale's annual guide to public interest fellowships (this resource is no longer being updated by Yale). Includes summaries of the fellowships and application information.

FINANCING THE FUTURE (NAPIL, 2000)

NAPIL's 2000 Report on Law School Loan Repayment Assistance and Public Interest Scholarship Programs

FELLOWSHIP APPLICATION TIPS 2001-2002 (Yale Law School, 2001)

FELLOWSHIP DIRECTORY 2001-2002

FELLOWSHIP OPPORTUNITIES GUIDE (Yale Law School, 2000-2001)

MISCELLANEOUS FELLOWSHIP INFORMATION

CSO's collection of helpful hints in applying for fellowships, compiled using a prior fellowship recipient's advice and other articles related to fellowships.

PSLawNet FELLOWSHIP GUIDE (PSLawNet, 2002)

GOVERNMENT

105TH CONGRESS ROSTER (Leadership Directories, 1997)

BAR ASSOCIATIONS

CITY ATTORNEYS TELEPHONE BOOK (League of CA Cities, 1998)

CITY AND COUNTY ATTORNEY INTERNSHIP BOOK

(Career Education Institutes, 2002)

CUTTING THROUGH THE RED TAPE-AN INSIDERS GUIDE TO GOVERNMENT HIRING (NALP, 1999)

DIRECTORY OF THE FEDERAL GOVERNMENT

(Tulane University Law School, 1998)

FEDERAL GOVERNMENT EMPLOYMENT OPPORTUNITIES 2001-2002

(NALP, 2001)

FEDLAW: LEGAL INTERNSHIPS WITH FEDERAL AGENCIES

(Career Education Institutes, 1998)

One page summaries describing legal internships and application procedures within the federal government.

GOVERNMENT CAREERS INFORMATION DAY (Loyola University, 1999)

GOVERNMENT HONORS AND INTERNSHIP HANDBOOK 2001-2002
(University of Arizona, 2001)

GOVERNMENT JOB FINDER (Planning/Communications, 1997)

HARVARD GUIDE TO GOVERNMENT AND THE PUBLIC SECTOR
(Harvard University)
Small book discussing government and public interest work.

JOB OPPORTUNITIES WITH THE WORLD'S LARGEST LAW FIRM: HIRING THE
DOJ WAY (Office of Attorney Personnel Management, 1999)
The Department of Justice's detailed guide to their hiring procedures for law students and
graduates.

A LAWYER'S GUIDE TO STATE GOVERNMENT HIRING PROCEDURES
(Vermont Law School)

LEGAL EMPLOYMENT GUIDE NATIONAL AND FEDERAL EMPLOYMENT
REPORT (1998)

MUNICIPAL YELLOW BOOK (Monitor Leadership Directory, 1999)
Listings for local governmental offices nationwide.

NATIONAL DIRECTORY OF PROSECUTING ATTORNEYS
(National District Attorney's Association, 1999)
Listing of district attorneys offices nationwide

NOW HIRING: GOVERNMENT JOBS FOR LAWYERS
(American Bar Association, 1997)
Summaries of legal positions available within the federal government for law graduates.
To the extent the information is available student internship positions are also included.

PROSECUTORIAL AGENCIES/INFORMATION (1998)

PUBLIC DEFENDERS OFFICE/INFORMATION (1998)
-PUBLIC DEFENDER PROGRAMS
-TIPS FOR INTERVIEWING WITH THE PD'S OFFICE

THE PUBLIC DEFENDER EXPERIENCE (The Graduate Group, 1997)

VERMONT LAW SCHOOL GUIDE TO STATE GOVERNMENT HIRING

WASHINGTON INTERNSHIPS IN LAW AND POLICY

(Career Education Institutes, 2002)

HUMAN RIGHTS

REPORTER (Internet: International Human Rights Documentation Network, 1991)

Reports of international human rights developments, indexed geographically, by subject, and organization.

REPORTER, MASTER LIST (Human Rights Internet, 1991)

Supplement to Reporter. Listing of international human rights organizations, publications, and funding sources.

INTERNSHIPS/SUMMER EMPLOYMENT

GRADUATE GROUP: INTERNSHIPS IN FEDERAL GOVERNMENT (1989)

Listing of internships available in the federal government.

GRADUATE GROUP: INTERNSHIPS IN NYC, DC (1991)

Listing of internships available in New York City and Washington, D.C.

INTERNSHIPS (National Society for Internships and Experiential Education, 1991)

Listing and description of national and international programs, both legal and non-legal, in private organizations and government agencies.

LAW SCHOOL SUMMER SCHOOL PROGRAMS AT HOME AND ABROAD

(The Graduate Group, 1992)

Listing and description of national and international programs.

NAPIL DIRECTORY OF PUBLIC INTEREST LEGAL INTERNSHIPS (1991-92)

Listing and descriptions of public service summer employment opportunities, indexed by subject and state. Includes student evaluations.

NATIONAL DIRECTORY OF INTERNSHIPS

(National Society for Internships and Experiential Education, 1991)

Directory of internship opportunities to be found throughout the United States.

JUDICIAL OPPORTUNITIES

CALIFORNIA COURT DIRECTORY (Los Angeles Daily Journal, 2001)

CHAMBER'S HANDBOOK FOR JUDGES' LAW CLERKS AND SECRETARIES

(Federal Judicial Center, 1994)

GUIDE TO STATE JUDICIAL CLERKSHIP PROCEDURES
(Vermont Law School, 2002)

JUDICIAL STAFF DIRECTORY (Staff Directories, Ltd., 1993)
Information regarding the federal justice system with emphasis on the staffs of the judges, with 1,900 biographies.

STUDENT JUDICIAL EXTERNSHIP EVALUATIONS (USC Law School)
Evaluations by USC Law School students of their experiences as externs.

MINORITY ORGANIZATIONS/OPPORTUNITIES

CAREER OPPORTUNITIES FOR MINORITY GRADUATES (Paoli Publishing 1994)
Private and public sector jobs for minorities.

GUIDE TO FELLOWSHIPS FOR MINORITY STUDENTS (Black Collegian, 1993)
Magazine describing fellowships available specifically for minority students.

MINNESOTA MINORITY RECRUITMENT CONFERENCE (1994)
Listings and information from those organizations attending this conference.

MINORITY LAW JOURNAL: NATIONAL DIRECTORY OF MINORITY ATTORNEYS
(American Lawyer Media, Winter 2000)

MINORITY ORGANIZATIONS: A NATIONAL DIRECTORY
(Garrett Park Press, 1987)
Listing and descriptions of legal and non-legal organizations which serve minorities.

MINORITY PARTNERS IN CORPORATE LAW FIRMS (Professional Profiles, 1992)
Directory of minority attorneys practicing in large private law firms.

NATIONAL DIRECTORY OF BLACK LAW FIRMS (ML Williams Publishing, 1988)
Listing of law firms formed or directed by black attorneys.

NORTHWEST MINORITY JOB FAIR (1993)
Information from organizations attending this job fair.

PERIODICALS AND NEWSLETTERS

AAR/EEO AFFIRMATIVE ACTION REGISTER

(Affirmative Action, monthly newsletter)

Listing and descriptions of administrative, managerial, and professional employment opportunities.

JOB ANNOUNCEMENTS (National Center for State Courts, bi-weekly newsletter)

Listing and descriptions of court-related job openings throughout the U.S. and its territories.

NAPIL CONNECTION (Monthly newsletter)

Newsletter from National Association for Public Interest Law.

OPPORTUNITIES IN PUBLIC AFFAIRS (Brubach Corp., bi-weekly newsletter)

Listing and description of legal and non-legal employment opportunities in Washington, D.C.

OPPORTUNITY NOCS (NONPROFIT ORGANIZATION CLASSIFIEDS), CENTER FOR NONPROFIT MANAGEMENT

PUBLIC INTEREST EMPLOYMENT SERVICE (PIES) JOB ALERT

(PICH, bi-weekly newsletter)

Listing and descriptions of various types of legal employment opportunities in public interest organizations in California. Also lists fellowship information, both in California and nationally.

WOMEN'S ISSUES

LOS ANGELES WOMEN'S ORGANIZATIONS AND SERVICES DIRECTORY

(Los Angeles City Commission on the Status of Women, 1999)

NWO DIRECTORY OF NATIONAL WOMEN'S ORGANIZATIONS

(National Council for Research on Women, 1992)

Listing of organizations involved in the rights of women.

ORGANIZATIONS INVOLVED IN LEGAL RIGHTS OF WOMEN

(Connecticut Women's Educational and Legal Fund, Inc., 1991)

Listing of public interest organizations which focus on women's issues.

NATIONAL WOMEN'S LEGAL DIRECTORY

(National Women and the Law Association, 1988)

Listing of attorneys, law firms, and women's rights legal organizations whose areas of specialization include women's issues.

WOMEN'S RIGHTS GUIDE (Harvard Law School, 1998)

THE WOMEN'S RIGHTS INTERNSHIP BOOK (Career Education Institutes, 2001)

VIDEOS

Advocates for the Public Interest (PIRG Professional Staff)
Agents of Impact, Agents of Change (U.S. Postal Inspectors, Jan 2000)
Attorney General's Honor Program (U.S. Office of Personnel Management)
Bet Tzedek
How to do Library Research on Judges (Career Services Office, Fall 1999)
Legal Services
The Legal Aid Society
Making Yourself Marketable in the Public Interest World
Recruitment Video, Los Angeles County District Attorney's Office
Presidential Management Intern Program (U.S. Office of Personnel Management)
WorldTeach: An Extraordinary Journey (2001)

Appendix F

SAMPLE RESUMES AND COVER LETTERS

Students may find themselves pondering at length about how to write a cover letter to a public service organization or government office. To supplement the advice offered in Chapter Four, "Strategies for Obtaining Public Service Employment," sample resumes and cover letters are included here.

There is no single correct format for resumes, which is why several styles have been included. While they vary in appearance, all of the resumes demonstrate the varied experiences that can be highlighted for the hiring attorney or recruiting director at a public service office. Use the samples as guides, add your own unique touches and information, and send your own letters and resumes out. Remember to personalize your cover letters to incorporate the special focus of each organization to which you apply. Also refer to the Career Services Office's *Building a Resume* and *Writing Cover Letters and Other Job Search Related Letters* guides located on the Career Services web site and in the Information Center in Room 110.

SAMPLE RESUME NO. 1 -- 1L

STUDENT'S NAME

Student's Address

Los Angeles, California 90000

213-555-1212

Student's E-Mail Address

EDUCATION

University of Southern California Law School

Juris Doctor Candidate, May 2005

Honors Grades: Contracts, Civil Procedure

High Pass: Introduction to Lawyering Skills

Activities: First AME Church Legal Clinic, volunteer (Fall 2002)

Public Interest Law Foundation, member

Street Law Society, tutor and member

University of California, Los Angeles

Bachelor of Arts, Political Science, June 2001

Honors: Dean's List, four quarters

Activities: Board of Directors, UCLA Internship Association

Juvenile Inmate Tutor, UCLA Prison Coalition

WORK EXPERIENCE

CONGRESSMAN XAVIER BECERRA, Los Angeles, CA

January 2002 - May 2002

Congressional Intern

Wrote legislative correspondence on issues pertaining to the environment, health care, education, and taxes.

Conducted a media research project. Updated constituent database.

CITY OF WEST HOLLYWOOD, West Hollywood, CA

September 1999 - December 2001

Intern/Staff Assistant

Assisted the Human Services Department by developing and organizing city recreation programs. Prepared City Council agenda items and aided in the department's budget planning process. Wrote press releases and various correspondence; conducted numerous research projects.

U.S. DEPARTMENT OF EDUCATION, Washington, D.C.

Summer 1999

Public Affairs Intern

Worked in the Secretary's office; edited speeches and articles, drafted press releases and memos to the Secretary, attended congressional hearings, and researched innovative education programs.

HADSELL & STORMER, INC., Pasadena, CA

Summer 1998

Office Assistant

Prepared pleadings, maintained case files, and performed general office work.

ADDITIONAL COMMUNITY INVOLVEMENT

PUBLIC COUNSEL'S HOMELESSNESS PREVENTION CLINIC, Volunteer (October 2001-present)

PROJECT ANGELFOOD, Volunteer (1998-present)

DEMOCRATIC NATIONAL CONVENTION, Volunteer (Summer 2000)

LANGUAGES

Spanish: Conversational (three years of coursework)

German: Conversational

SAMPLE RESUME NO. 2 -- 2L

John Doe

123 University Way

Los Angeles, CA 90071

(213) 555-1234

jdoe@usc.edu

EDUCATION

University of Southern California Law School

J.D. Candidate, May 2004; GPA: 3.29 (Top 50% = 3.20; Top 1/3 = 3.34)

Honors: Public Interest Law Foundation Grant Recipient

Honors Grades: Contracts, Property

Activities: American Civil Liberties Union; International Law Society

University of California, Irvine

B.S. in Economics, May 2000; GPA: 3.6

Minor: Political Science

Honors: Dean's List, six semesters

EXPERIENCE

HIV & AIDS Legal Services Alliance, Pasadena, CA

Law Clerk

January 2002-present

Interview clients. Draft wills and medical and financial powers of attorney. Under the supervision of a staff attorney, explain the legal enforceability of powers of attorney to clients. Correspond with hospitals to obtain visitation authorization. Outline living wills.

University of California, Irvine, Irvine, CA

Research Assistant to Professor Ziskind

June 2000-August 2001

Developed focus project on the national trend toward state and federal legislator term limits.

Conducted library, field, on-line and survey research study. Summarized detailed scientific and public opinion studies.

The Limited, Irvine, CA

Assistant Manager

January 1998-May 2000

Monitored and ordered stock. Helped hire and train new employees. Awarded the Pacesetter Award for the highest departmental sales during 1997 and 1998.

ADDITIONAL COMMUNITY INVOLVEMENT

Midnight Mission, volunteer (2001-present)

Surfrider Foundation, volunteer (1999-present)

PUBLICATION

John Doe, *The Next Stop on the Term Limitation Express*, WILSON Q., October 2000, at 145.

SAMPLE RESUME NO. 3 -- 3L

JANE DOE

1234 University Drive Los Angeles, CA 90017 (213) 555-1000 jdoe@usc.edu

EDUCATION

University of Southern California Law School, Los Angeles, CA

Juris Doctor Candidate, May 2003

GPA: 79.92/90 (Top 1/3 = 79.85)

Honors Journal: Southern California Review of Law and Women's Studies, staff

Activities: Street Law, Women's Law Association

University of San Diego School of Law

GPA: 3.75 (Top 15% = 3.72)

Honors: Invited to join the San Diego Law Review

Ohio State University, Columbus, OH

Bachelor of Arts, History, May 1995

EXPERIENCE

Jones, Smith & Jones, Los Angeles, CA

Law Clerk

Summer 2002

Drafted briefs for all stages of trial and appellate practice. Researched, conducted interviews and prepared clients for testimony at depositions and arbitration hearings in a breach of contract case. Assisted attorney at a trial involving client's right to credit information by accompanying witnesses to court and taking notes during proceedings.

United States District Court, Central District, Los Angeles, CA

Judicial Extern to the Honorable John Smith

Summer 2001

Researched and drafted bench memoranda for a variety of civil matters involving corporations, contracts and employment law. Prepared tentative ruling on a summary judgment motion in a breach of implied contract matter. Briefed cases for status conferences. Attended pretrial conferences, settlement negotiations, evidentiary hearings and sentencing hearings.

Reach for Ohio, Ohio State University, Columbus, OH

Program Coordinator

July 1998-

July 2000

Conceived and coordinated comprehensive tutoring and mentoring program for local disadvantaged high school juniors and seniors. Trained 55 undergraduates to work with over 200 students. Communicated regularly with ten area high school principals and received ninety percent participation. Maintained less than one percent dropout rate for five consecutive years. Received Mayor's Recognition Award in first year of operation.

Columbus Unified School District, Columbus, OH

Fourth Grade Teacher

September 1995-June 1998

Taught multiple subjects to students of varied ethnic backgrounds. Provided traditional full-class instruction and individual tutorials.

INTERESTS: Deep-sea fishing, Cincinnati Reds baseball

SAMPLE COVER LETTER NO. 1

Student's Address

Los Angeles, CA 90000

Date

Marcia Gonzalez-Kimbrough

Deputy City Attorney

Special Enforcement Unit

1600 City Hall East

200 North Main Street

Los Angeles, CA 90012

Dear Ms. Gonzalez-Kimbrough:

I am currently a second year student at the University of Southern California Law School and am interested in obtaining an internship position with the City Attorney's Special Enforcement Unit this spring. I have enclosed a copy of my resume for your review.

I first learned of the Special Enforcement Unit from Jane Smith, a USC student who interned with the Unit last summer and who highly recommends the internship program. I am excited at the prospect of working with the Special Enforcement Unit because it does such valuable work investigating child abuse and pornography, and because I understand that interns are offered a significant amount of responsibility and advocacy opportunities.

During law school, I have developed skills that are directly applicable to the work I would perform for the Special Enforcement Unit. I have strengthened my legal research and writing abilities through my work on USC's Review of Law and Women's Studies, as well as the drafting of a federal appellate brief for the Post Conviction Justice Project. Through the Justice Project, I have also had the opportunity to represent clients and will take part in the oral argument of my appellate brief before the Ninth Circuit Court of Appeals. Last summer I was a law clerk at the Los Angeles County District Attorney's Office, and had the opportunity to assist deputy district attorneys in their preparation for hearings and trials by drafting motions and preparing exhibits. Presently, I am taking both Criminal Procedure and Evidence and will be certified for court appearances at the conclusion of this semester.

Please feel free to contact me for any additional information you may require. Thank you for your consideration.

Sincerely,

firstname lastname

Enclosure

SAMPLE LETTER NO. 2

Student's Address
Los Angeles, CA 90000

Date

Ms. Pamela Mohr
The Alliance for Children's Rights
3780 Wilshire Boulevard, Suite 720
Los Angeles, CA 90010

Dear Ms. Mohr:

I am a second-year law student at the University of Southern California and am interested in a summer clerkship with your organization. I received your name from Joan Smith who worked with you last year on the Youth Law Education Committee of the Los Angeles County Bar Association. Ms. Smith is currently working at the San Fernando Valley Neighborhood Legal Services (SFVNLS), where I worked as law clerk last summer.

As my resume indicates, my work at SFVNLS was in the family law department and included extensive client contact. My proficiency in Spanish was valuable for preparation of client declarations and other court documents. I was also able to sharpen my legal research and writing skills assisting the attorneys with their cases. This semester I am interning in the Appellate Division of the Los Angeles City Attorney's Office. I find this work satisfying, but I miss the client contact which your organization can offer. I am particularly interested in youth advocacy and am eager to use my skills on behalf of children.

I would very much like the opportunity to work for the Alliance for Children's Rights, and hope we can speak further about the possibility of employment. Thank you for your consideration.

Sincerely,

firstname lastname

Enclosure

SAMPLE LETTER NO. 3

333 S. Main Street
Santa Monica, CA 90403

Date

Ms. Mary Ann Heimann
Legal Aid Foundation of Los Angeles
1102 South Crenshaw Boulevard
Los Angeles, CA 90019

Dear Ms. Heimann:

I am applying for a permanent position with the Legal Aid Foundation of Los Angeles (LAFLA) beginning in September 2003. I am eager to continue my career in public interest, which a position at LAFLA would allow me to do. Additionally, I am particularly interested in the organization's efforts regarding family law and immigration law issues. I have enclosed a copy of my resume for your consideration.

As my resume reflects, my experience with public interest law is extensive. I received a grant from the USC Public Interest Law Foundation in the summer after my first year. I worked that summer as an intern for the ACLU and gained valuable experience. While there I researched issues of constitutional law related to the rights of illegal immigrants and had significant interaction with clients. Last summer I worked for the AIDS Project Los Angeles. I served as a research assistant to a senior staff attorney and performed legal research pertaining to people infected with HIV. Both of these positions increased my desire to find permanent employment in public interest law upon graduation.

I am most interested in the opportunity to join the well-respected efforts of LAFLA, and I would welcome the opportunity to meet with you to further discuss my qualifications. Thank you for your consideration.

Sincerely,

firstname lastname

Enclosure

Appendix G

USC LAW SCHOOL PUBLIC SERVICE AWARD RECIPIENTS

The Adam Freeman Scott Memorial Grant

The Adam Freeman Scott Memorial Grant was established in honor of 1993 graduate Adam Freeman Scott, who was killed on October 23, 1993 in a tragic accident involving another person's inappropriate use of a gun. Mr. Scott, who was twenty-seven at the time of his death, had just begun work at the Los Angeles firm of Crosby, Heafey, Roach & May.

The Adam Freeman Scott Memorial Grant offers a Law School student the opportunity to spend the summer pursuing a public interest project that best represents the humanitarian causes in which Mr. Scott believed. Possessed of determination to help the poor, homeless, and hungry, Adam Scott gave a great deal of his time and energy helping the disenfranchised. He was an advocate of gun control and a concerned environmentalist. The grant which bears his name supports law student endeavors on behalf of these concerns.

| | |
|------|-----------------|
| 2001 | Fernando Gaytan |
| 2002 | Lori Martinez |

The Edward and Eleanor Shattuck Awards

The Shattuck Awards are funded by a gift of the late Edward Shattuck, a Los Angeles lawyer. Based on student nominations, selections are made to recognize outstanding service beyond the ordinary contributions made by students in elected or appointed positions.

| | |
|-------------------------|----------------------|
| 1986 | Matthew Collette |
| John McMahon | Russell Griffith |
| Shauna Sorenson | Alvin Hui |
| Jon Lightman | David Michaelson |
| Karen Wong | David Theodosopoulos |
| Tom Larkins | Randi Theodosopoulos |
| 1987 | 1989 |
| Jim Godes | Deborah Cantrell |
| Allison Weiner | Nancy Cervantes |
| Kurt Autor | Patricia Freeman |
| Karen Lash | Lynette Gridiron |
| Stan Glickman | Jeffrey Hayden |
| Kristi Sjoholm-Sierchio | Lisa Mead |
| 1988 | Jeanne Suchodolski |
| George Castello | Belinda Whitsett |
| | Mignon Worman |

1990
 Cheryl Aberbach
 Brian Cabrera
 John Douglas
 Matt Lester
 Neol Lohr

1991
 Melissa Balaban
 Gyongyi Bardos
 William Battle
 Shawn Boyne
 John Douglas
 Michele Milner
 Irene Stewart

1992
 Laura Fry
 Scott Hodgkins
 Francis Logan
 Robert Odson
 Sheri Porath
 Harvey Silberman

1993
 Peter Lee
 Elizabeth Atlee
 Elizabeth Otter
 Ed Hoffman
 Susie Wendorff
 Diane Arkow

1994
 Dana Treister
 Michael Garcia
 Adam Glick
 Lorna Hennington
 Emily Chais
 Eric Rosin

1995
 Michele Barber
 Karen Edwards
 Lauren Eskenazi
 Dilan Esper
 Bruce Hall
 Jennifer Pelle

1996
 Stacey Turner
 Lee Tsao
 Allyson Sonenshine
 Glenna Shen
 Jeremy Naftel
 Christopher Knauf
 Thomas Fagan

1997
 Gloria Castro
 Tezira Nabongo
 Ted Weitzman
 Julianna Yasinski
 Mark Watkins
 Julie Ruhlin

1998
 Quesiyah Ali-Chavez
 Louis Avila
 Patrick Collins
 Paul Davis
 Maria Ronchetto
 Keith Wurster

1999
 Rich Chacon
 Andy Stein
 Kim Leone
 Ayn Moldave
 Maggie Brandow
 Asha Dhillon

2000
 Heather Banuelos
 Julie Buchwald
 John Hayashi
 Blakely Mikula
 Nicole Quintana
 Eric Wang

2001
 Anita Famili
 Sang Min (Alvin) Lee
 Seth Levy
 Stephen Marquardt
 Carol Silberberg
 Lori Tribett-Williams

2002
 Norma Garcia
 Fernando Gaytan
 Mike Gonzales

Casey Johnson
 MaryBeth Lipp
 Pablo Palomino
 Jennifer Staack

Irmias Fellowship

The Public Interest Law Foundation's postgraduate fellowship, named in honor of Sidney and Audrey Irmias, provides a one-year legal service position to Law School graduates pursuing careers in public service law.

| | |
|------|--|
| 1991 | Terri Villa-McDowell – Legal Aid Foundation of Long Beach |
| 1992 | Laura Fry – Legal Aid Foundation of Los Angeles |
| 1993 | John Carlson – Navajo Nation Department of Justice |
| 1994 | Veronica Hahni – AIDS Service Center |
| 1995 | Jennifer Pell – Community Legal Services |
| 1996 | Parcly Griffen – United Farmworkers of America |
| 1997 | Derek Haskew – DNA People’s Legal Services |
| 1998 | Karala Jenkins – Protection and Advocacy |
| 1999 | Hyanne Park – Public Law Center |
| 2001 | Bernardo Merino – Immigrant Legal Resources Center |
| 2002 | Nausheen Hassan - California Women’s Law Center Connie Huang - Public Counsel |

Mason C. Brown Trial Advocacy Award

Mason C. Brown Award made possible by the endowment created by Arnold & Porter Foundation to honor the late Mason C. Brown, a 1970 graduate of the Law School and an accomplished trial attorney. He had a strong belief that lawyers should give back to the Law School, the community and the profession. He was particularly interested in nurturing the careers of promising young trial attorneys. The Mason C. Brown Award is meant to recognize a third year law student who has demonstrated a commitment to public interest endeavors and has exhibited an aptitude for trial work.

| | |
|------|------------------|
| 1999 | Dan Roberts |
| 2000 | Justin Ward |
| 2001 | Ryan Williams |
| 2002 | Matthew Ferguson |

Miller-Johnson Equal Justice Prize

This award is presented each year to the graduating senior who has demonstrated the greatest commitment to equal rights and social justice during her or his law school career. The award is named for Loren Miller and Earl Johnson, Jr.

Loren Miller, a son of a former slave, worked as both an attorney and newspaper publisher who led the crusade for civil rights in California. Earl Johnson, Jr., Associate Justice of the California Court of Appeal and former Law School professor, legal services lawyer, and author, received the first Loren Miller Award from the State Bar of California for his contributions to equal justice.

| | |
|------|---|
| 1984 | Linda Starr |
| 1985 | Marc Sherman |
| 1986 | Kerry Bensinger, Pegine Grayson, Karen Lash |
| 1987 | Michael Kranitz |
| 1988 | Russell Griffith |
| 1989 | Patricia Freeman, Jeffrey Hayden, Lisa Mead |
| 1990 | Caron Caines |
| 1991 | John Douglas |
| 1992 | Victor Hwang, Mark Mitchell |
| 1993 | Samer Hathout |
| 1994 | Nicholas Smithberg |
| 1995 | Tracey Jensen |
| 1996 | Kristi Gudoski |
| 1997 | Derek Haskew |
| 1998 | Julia Winn |
| 1999 | Sarah Vesecky |
| 2000 | Cynthia Hernandez |
| 2001 | Cynthia Sondoval |
| 2002 | Alisa Blair |

Outstanding Graduate Award

| | |
|------|--|
| 1993 | Lisa Mead Directing Attorney, Public Counsel's Homeless Assistance Project Los Angeles, CA |
| 1994 | James Preis Executive Director, Mental Health Advocacy Services Los Angeles, CA |
| 1996 | Richard Rothschild Director of Litigation, Western Center on Law and Poverty Los Angeles, CA |
| 1997 | Nancy Cervantes Field Director, Councilwoman Jackie Goldberg's Office |

Los Angeles, CA

- 1998 Elena Ackel
Special Projects Attorney, Legal Aid Foundation of Los Angeles
Los Angeles, CA
- 1999 Sandra Pettit
Director of Litigation, Protection and Advocacy Inc.
Los Angeles, CA
- 2000 Carol Ratsamy Bracy
Greater Bakersfield Legal Assistance, Inc.
Bakersfield, CA
- 2001 Roger Coggan
Legal Services Director, Los Angeles Gay & Lesbian Center
Los Angeles, CA
- 2002 Veronica Hahani
Program Manager, Los Angeles Neighborhood Initiative
Los Angeles, CA

Public Interest Advocate Award

- 1993 Abby Leibman
Executive Director, California Women's Law Center
Los Angeles, CA
- 1996 Richard Rothschild
Director of Litigation, Western Center on Law and Poverty
Los Angeles, CA

Trope & Trope / Harriet Buhai Family Law Summer Fellow

- 1997 Sarah Peters
1998 Monica Goel
1999 Suma Mathai
2000 Brandy Davis
2001 Hazel Kim
2002 Jennifer Dumas

Warren J. Ferguson Social Justice Award

Presented for the best essay on social justice.

| | |
|------|-----------------------------------|
| 1991 | Shawn Boyne |
| 1992 | Tracy Thornburg, Diane Trunk |
| 1993 | Susie Wendorff, Veronica Gentilli |
| 1994 | Tara Kelly |
| 1995 | Susanne Brown |
| 1996 | Christina Tusan |
| 1997 | Peter Sessions |
| 1998 | Rex Glensy |
| 1999 | Heather Banuelos |
| 2000 | Ryan Hedges |