



**2025 SPRING SEMESTER  
LAW STUDENT EXTERNSHIP  
ANNOUNCEMENT**

**Position:** Law Student Extern (2L, 3L and 3LE/4L JD candidates)

**Location:** In-person\* the listed [offices or projects](#):

- Butte Regional Office - Chico
- Motherlode Regional Office - Auburn
- Pension Project - Sacramento
- Sacramento County Office
- Shasta Regional Office - Redding
- Solano County Office - Vallejo
- Ukiah Regional Office
- Yolo County Office - Woodland

*\*Remote options may be available based on local office preferences.*

**Dates:** January - April 2025

**To Apply:** Apply online at [www.lsn.net/jobs](http://www.lsn.net/jobs) or  
Send a résumé, unofficial transcript, and cover letter to: Legal Services of Northern California, Attn: Pro Bono, 517 12th Street, Sacramento, CA 95814

**Apply By:** December 6, 2024

**Contact:** [probono@lsnc.net](mailto:probono@lsnc.net) or (916) 551-2146

**Program Description**

Founded in 1956, Legal Services of Northern California (LSNC) provides high quality civil legal assistance to people who are low income, elderly and disabled in 23 northern California counties.

**Responsibilities**

Under the supervision of attorneys, law student externs may: participate in client intake interviews, conduct factual investigation and legal research, draft memos, prepare legal documents, appear at administrative hearings, and provide general legal information to eligible community groups.

**Qualifications**

- a. A minimum commitment of ten hours per week.
- b. Externs must be able to attend a mandatory virtual orientation on Friday, January 10, 2025.
- c. Demonstrated interest in and ability to work with low-income individuals and communities, people with disabilities, older people, people with limited English proficiency, and other client communities.
- d. Engage in legal research and writing, analytical reasoning, creativity, communication and listening skills, ability to work under short time lines and input data into our online case management system.

**LSNC IS AN EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER THAT VALUES THE DIVERSITY OF ITS STAFF AND SEEKS TO FOSTER A CULTURE OF INCLUSIVITY AND BELONGING. LSNC ENCOURAGES WOMEN, NON-BINARY AND TRANSGENDER PEOPLE, PEOPLE OF COLOR, PEOPLE WITH DISABILITIES, OLDER PEOPLE, AND LESBIAN, GAY, BISEXUAL, PANSEXUAL AND QUEER PEOPLE TO APPLY.**