

LEGAL SERVICES of NORTHERN CALIFORNIA

2021 FALL SEMESTER REMOTE LAW STUDENT EXTERNSHIP ANNOUNCEMENT

POSITION: Law Student Extern (2L & 3L JD candidates)

LOCATION: Remote assistance for any of the following [offices or projects](#):

- [Butte Regional Office - Chico](#)
- Expanded Access Project - Sacramento
- [Motherlode Regional Office - Auburn](#)
- [Redwood Regional Office - Eureka](#)
- Sacramento County Office - Sacramento
- [Shasta Regional Office - Redding](#)
- Solano County Office - Vallejo
- Western States Pension Assistance Project - Sacramento
- Yolo County Office - Woodland

DATES: September - December 2021

TO APPLY: 1. Fill out an application at www.lsn.net/jobs, **or**
2. Email a resume, unofficial transcript and cover letter to probono@lsnc.net, **or**
3. Mail a resume, unofficial transcript and cover letter to 515 12th Street,
Sacramento, CA 95814, Attn: Jenni Gomez

APPLY BY: August 13, 2021

CONTACT: probono@lsnc.net or (916) 551-2138

RESPONSIBILITIES

Under the supervision of attorneys, a law student extern 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. Externs must attend a mandatory virtual orientation on Friday, September 3, 2021.

QUALIFICATIONS

- A **minimum commitment** of two units or eight hours per week during the semester.
- 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. Skills: 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 AND ENCOURAGES WOMEN, PEOPLE OF COLOR, PEOPLE WITH DISABILITIES, OLDER PEOPLE, AND LESBIAN, GAY, BISEXUAL, AND TRANSGENDER PEOPLE TO APPLY.