

# LEGAL SERVICES of NORTHERN CALIFORNIA

## 2021 SPRING 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](#)
- Executive Office with Housing Regional Counsel - Sacramento
- [Motherlode Regional Office - Auburn](#)
- [Redwood Regional Office - Eureka](#)
- Sacramento County Office - Sacramento
- Solano County Office - Vallejo
- Western States Pension Assistance Project - Sacramento
- Yolo County Office - Woodland

**DATES:** January - April 2021

**TO APPLY:** 1. Fill out an application at [www.lsn.net/jobs](http://www.lsn.net/jobs), **or**  
2. Email a resume, unofficial transcript and cover letter to [probono@lsnc.net](mailto: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:** December 31, 2020

**CONTACT:** [probono@lsnc.net](mailto: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.

### 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.**