

LEGAL SERVICES of NORTHERN CALIFORNIA

2022 SPRING SEMESTER LAW STUDENT EXTERNSHIP ANNOUNCEMENT

POSITION: Law Student Extern (2L, 3L & 3LE/4L JD candidates)

LOCATION: Remote and in-person* options for any of the following [offices or projects](#):

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

*dependent on safety protocols related to COVID-19

DATES: January – April 2022

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 517 12th Street,
Sacramento, CA 95814, Attn: Jenni Gomez

APPLY BY: December 31, 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 date TBD.**

QUALIFICATIONS:

- A minimum commitment of 10 hours per week.**
- 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 timelines 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.**