



Summer Legal Intern

**The Leadership Conference
on Civil and Human Rights
The Leadership Conference
Education Fund**
Washington, DC



The Leadership Conference on Civil and Human Rights and The Leadership Conference Education Fund offer a substantive, fast-paced, paid legal internship opportunity designed to give law students interested in civil and human rights, public service, and social justice advocacy real-world work experience in the policy arena. The program provides legal interns the opportunity to engage in diverse and pressing civil rights areas, such as voting rights, fair courts, criminal justice reform, educational equity, and economic justice issues, and to participate in the legislative and rulemaking processes of our federal government.

The Leadership Conference on Civil and Human Rights, a 501(c)(4) organization, a coalition charged by its diverse membership of more than 200 national organizations to promote and protect the civil and human rights of all persons in the United States. The Leadership Conference has coordinated national advocacy efforts on behalf of every major civil rights law since 1957. Learn more at www.civilrights.org. **The Leadership Conference Education Fund**, a 501(c)(3) organization, builds public will for federal policies that promote and protect civil and human rights in the United States. Founded in 1969 as the education and research arm of The Leadership Conference, The Education Fund's campaigns inform, educate and empower local, state and national leaders to advance and protect civil and human rights and progressive change in the United States. To learn more about The Education Fund, visit www.leadershipconferenceeducationfund.org.

Core Responsibilities: Under the supervision of one or more attorneys, legal interns assist staff with the following:

- Legal and legislative research.
- Drafting testimony, reports, letters, memos, and other documents.
- Tracking legislation and litigation related to key issues.
- Attending congressional hearings and briefings.
- Preparing for and attending Leadership Conference task force meetings as assigned.
- Some administrative duties as needed.

Applicants should have strong legal research, communications, and writing skills; attention to detail; a desire and ability to work with diverse groups of people in a collaborative environment; the ability to multitask; and a strong commitment to social justice issues.

How to apply: Applications will be accepted on a rolling basis until the positions are filled. Interested individuals should email a cover letter, resume, and short writing sample (preference for policy-focused writing) to legalinternship@civilrights.org. Applicants should indicate in their cover letter any specific civil or human rights issues that are of particular interest (for example, criminal justice, education reform, voting rights, etc.). Only applications submitted by email will be considered.

The Leadership Conference and The Education Fund provide equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, sexual orientation, national origin, age, disability, or veteran status.