



Spring Legal Internship
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 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 increase understanding of coalition politics 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, is a coalition of more than 200 national organizations which promotes and protects civil and human rights in America. The Leadership Conference has coordinated national lobbying 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 U.S. 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 U.S. To learn more about The Education Fund, visit www.leadershipconferenceeducationfund.org.

Core Responsibilities:

Under the supervision of one or more attorneys, legal interns assist the Policy Department with the following:

- Legal and legislative research
- Drafting testimony, reports, letters 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.

Please note that the spring legal internship is unpaid and only applicants who are receiving course credit through their law school will be considered.

The Leadership Conference is flexible and will work with you to create a schedule that accommodates academic and other commitments. However, legal interns are expected to work a minimum of 24 hours for 8 weeks or more during the spring semester.

How to apply:

Applications will be accepted on a rolling basis until January 7, 2017. Interested individuals should email a cover letter, resume, and short writing sample to legalinternship@civilrights.org. 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, national origin, age or disability.