

JUST THE BEGINNING FOUNDATION JUDICIAL EXTERN/INTERNSHIP PROGRAM

Jarid Smith, Judge Gerald Bruce Lee's current law clerk, sent this information about Judge Lee's Just the Beginning Foundation program. The program is designed to increase minority representation in the judiciary, i.e. as judicial interns and law clerks. Please apply and send questions to Jarid directly at jtbfexternships@gmail.com. Be sure to read the entire message, which ends with a list of specific judges that participate in the program and the qualifications they seek from applicants.

My name is Jarid Smith, and I am a former state Supreme Court clerk and a current federal judicial clerk. My judge and some of his colleagues are trying to increase the number of historically under-represented minorities who compete for judicial internships and clerkships.

Why should you consider a judicial internship?

If you are a first or second year student, as a judicial intern you will work with judges and judicial law clerks on pending cases. You will engage in legal research and draft substantive orders and memoranda for a judge. You will have a chance to go to court, observe the lawyers, and learn first hand from a judge how to be a successful lawyer. Most judicial interns produce written work for the entire summer term. By the end of your internship, you should have refined writing skills and a firm grasp of crisp legal analysis.

Many of my judge's former judicial interns have returned to law school and successfully competed for law journals. Most judicial interns experience improved grades. Additionally, when you begin the fall recruitment process, your resume will stand out. The first question you will be asked is "tell me about your internship with the judge." Assuming you excel in your internship then your judge or judge's law clerk will become a ready reference for future employers. My current judge, the Hon. Gerald Bruce Lee of the Eastern District of Virginia, has had about twenty-five former judicial interns become federal and state judicial law clerks following an internship in his chambers. Unfortunately, the judges cannot pay you for this type of position, so it is worth seeking additional financial aid or loans to subsidize your summer expenses. Check with the American Bar Association and with your law school to see if there are public service fellowship stipends available for judicial internships. Even though the positions are unpaid, they are an investment in your legal career.

The Just the Beginning Foundation (www.jtbf.org) Judicial Extern/Internship Program has received a large number of requests from judges who have expressed an interest in seeing more applications from minority students than they are currently receiving. We are helping by spreading the word and identifying candidates. Of course, all of our judges are open to and welcome applications from all students, minority or not.

These positions are open to all law student candidates. These judges, however, want to increase the number of minority applicants who compete for judicial internships and clerkships.

HOW TO APPLY FOR A JUDICIAL INTERNSHIP

You should send your cover letter, resume, writing sample, and transcript to the judges you want to consider you for a judicial internship. Your letter should state in the first sentence "I am writing to apply for consideration for a judicial internship with the encouragement of the Just the Beginning Foundation." The rest of your letter should be a standard cover letter expressing your interest in working for the judge and your positive qualities.

Your cover letter, resume, and writing sample must not contain grammatical, punctuation, or typographical errors. The judge and the judge's law clerk will review these materials carefully and errors will end the review process. The thought is if an applicant misspells the judge's name or the date is incorrect then the applicant cannot be expected to pay attention to detail. Lawyers and judges know that typographical errors, misplaced words, or a misplaced comma can change a contract or the meaning of a court order. Likewise, your writing sample should conform to the Blue Book form of citation. Have a close friend or teacher review your final package to make sure it represents your best work.

WHAT TO DO SO WE CAN SUPPORT YOUR APPLICATION

Please email a copy of your application package to my address below at the same time you send it to the judge. We will periodically contact the judges to alert them to incoming applications. As the process moves forward, please let us know if you secure an interview or an internship. You should also feel free to contact me if you have any questions about the process.

Regards,

Jarid A. Smith
AU/WCL 2005
jtbfexternships@gmail.com
703-299-2191

THESE JUDGES ARE READY TO HEAR FROM YOU WITH YOUR APPLICATIONS NOW:

The Hon. Shirley S. Abrahamson
Wisconsin Supreme Court
16 East State Capitol
P.O. Box 1688
Madison, WI 53701

(p) 608-266-1885
Contact: Ingrid Nelson
Extern qualifications: Will accept externs for all terms

The Hon. David W. McKeague
United States Court of Appeals for the 6th Circuit
315 W. Allegan
Lansing, MI 48933
(p) 517-377-1563
Contact: Paul Brandenburg
Extern qualifications: Winter term

The Hon. Joe Billy McDade
United States District Court for the Central District of Illinois
Federal Building
Peoria, IL 61761
(p) 309-671-7821
Contact: Michelle Schneiderheinze
Extern qualifications: Extern for a full year term

The Hon. Joseph Bataillon
United States District Court for the District of Nebraska
111 S. 18th Plaza, Suite 3259
Roman Hruska Building
Omaha, NE 68102-1322
(p) 402-661-7302
Contact: Melinda Hess
Extern qualifications: Will accept externs for all terms

The Hon. Thomas Thalken
United States District Court for the District of Nebraska
Hruska U.S. Courthouse, Suite 2271
111 So. 18th Plaza
Omaha, NE 68102
(p) 402-661-7343
Contact: Judge Thalken
Extern qualifications: All terms but for one semester only

The Hon. Sandra S. Beckwith
U.S. District for the Southern District of Ohio
100 E. Fifth Street Suite 180
Cincinnati, OH 45202
(p) 513-564-7610
Contact: Patrick Smith
Extern qualifications: Summer/Full time

The Hon. C. Kathryn Preston
United States Bankruptcy Court
170 North High Street
Columbus, OH 43215
(p) 614-469-6638
Contact: Kathryn Preston
Extern qualifications: Fall/Winter or Summer-one semester only

The Hon. Jeffrey S. Sutton
United States Court of Appeals for the 6th Circuit
260 Joseph P. Kinneary Courthouse
85 Marconi Blvd.
Columbus, OH 43215
(p) 614-849-0124
Contact: June Flynn
Extern qualifications: Fall/Winter and Summer term only

The Hon. Carol E. Jackson
United States District Court for the Eastern District of Missouri
111 South Tenth Street
St. Louis, MO 63102
(p) 314-244-7540
Contact: Maxine Tubbs
Extern qualifications: Winter Term

The Hon. John Rogers
United States Court of Appeals for the 6th Circuit
100 E. Vine St. Suite 400
Lexington, KY 40507
(p) 859-233-2680
Contact: Alma Mitchell
Extern qualifications: Fall/Winter and Summer term only

The Hon. Linda T. Walker
United States District Court for the Northern District of Georgia
75 Spring Street SW
Atlanta, GA 30303
(p) 404-215-1370
Contact: Geri Jones
Extern qualifications: Summer only

The Hon. Donald L. Graham
United States District Court for the Southern District of Florida
99 N.E. 4th Street Room 1155
Miami, FL 33132
(p) 305-523-5130

Contact: Gina Wong
Extern qualifications: Will accept externs for all terms

The Hon. Andrew Guilford
United States District Court for the Central District of California
411 West Fourth Street, Courtroom 10D
Santa Ana, CA 92701
(p) 714-338-4710
Contact: Pam Wiebel
Extern qualifications: Will accept externs for all terms

The Hon. Terry J. Hatter, Jr.
U.S. District Court for the Central District of California
175 United States Courthouse
312 North Spring Street
Los Angeles, CA 90048
(p) 213-894-5746
Contact: Kenneth Reichman
Extern qualifications: Will only accept externs that can work full-time during the semester (special California law school rules allow this).

The Hon. S. James Otero
United States District Court for the Central District of California
312 N. Spring Street #1600
Los Angeles, CA
(p) 213-894-4806
Contact: Kay Fransson
Extern qualifications: Fall/Winter and Summer Terms only

The Hon. Patrick J. Walsh
United States District Court for the Central District of California
312 N. Spring Street, 8th Floor
Los Angeles, CA 90012
Contact: Donna Mosier
Extern qualifications: Will accept externs for all semesters

The Hon. Hilda Tagle
United States District Court for the Southern District of Texas
600 E. Harrison, Room 306
Brownsville, TX 78520
(p) 956-548-2510
Contact: Victoria Long
Extern qualifications: Will accept extern for all terms

The Hon. Denis R. Hurley
United States District Court for the Eastern District of New York

100 Federal Plaza
P.O. Box 9014
Central Islip, NY 11722-9014
(p) 631-712-5653
Contact: Debbie Lanin
Extern qualifications: Fall Term start

The Hon. Laura Taylor Swain
United States District Court for the Southern District of New York
500 Pearl Street, Room 755
New York, NY 10007
(p) 212-805-0421
Contact: Tyler Friedman
Extern qualifications: Winter Term only

The Hon. Roderick L. Ireland
Supreme Judicial Court of Massachusetts
John Adams Courthouse
One Pemberton Square
Boston, MA 02108-1735
(p) 617-557-1080
Contact: Anne Walker
Extern qualifications: 3L starting in Fall or Winter

The Hon. Reginald C. Lindsay
United States District Court for the District of Massachusetts
Moakley U.S. Courthouse
1 Courthouse Way
Boston, MA 02462
(p) 617-748-4829
Contact: Marie Losco
Extern qualifications: Fall and Winter terms

The Hon. Gregory M. Sleet
United States District Court for the District of Delaware
844 N. King Street, Lockbox 19
Wilmington, DE 19801
(p) 302-573-6470
Contact: Cynthia M. Tyler Daly
Extern qualifications: Will accept extern for all terms

The Hon. Ronald T.Y. Moon
Supreme Court of Hawaii
417 S. King Street
Honolulu, HI 96813
(p) 808-539-4700

Contact: Susan DeGuzman
Extern qualifications: Summer term

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United States District Court
Eastern District of Virginia
Albert V. Bryan U.S. Courthouse
401 Courthouse Square
Alexandria, VA 22314
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