



Advocates for Children of New York

Protecting every child's right to learn

Summer Law Student Intern Program in Education Advocacy

Advocates for Children (AFC) is a dynamic social justice organization that strives to ensure a high-quality education for New York students who face barriers to academic success, focusing on students from low-income backgrounds. AFC works on behalf of children and youth who are at greatest risk of encountering obstacles to accessing quality education due to poverty, race, ethnicity, disability, homelessness, immigration status/limited English proficiency, or involvement in the child welfare or juvenile/ criminal legal systems. We use uniquely integrated strategies to advance systemic reform, empower families and communities, and advocate for the educational rights of individual students. For more information on AFC, see www.advocatesforchildren.org.

AFC's **Summer Law Student Intern Program** operates as a clinical model, where interns meet weekly for training sessions to learn about relevant law, regulations, cases, and trial skills. Interns have the opportunity to work on tasks in the areas of direct service, litigation, legal research, policy, and the development of public-facing resources, depending on the organization's current needs. Interns are also able to work with a variety of teams across the office to see the full scope of AFC's work. Interns are matched with attorney mentors with whom they meet regularly to discuss cases and assignments. Mentors work one-on-one with interns throughout the summer to develop their legal reasoning and advocacy skills. Additionally, AFC arranges for interns to visit a variety of schools and other educational programs throughout the summer. AFC's summer law student internship program is extremely competitive and highly regarded in the public interest community.

The internship program is 10 weeks long, with the option to extend the internship for another 2 weeks (for a total of 12 weeks) with supervisor approval. The internship will run from May 28, 2024 until August 2, 2024. Although the internship is not paid, we will try to work with law school programs that fund or provide credit to law students. Please note that if interns receive funding from their law school or another external program, it is preferable that funding be paid directly to interns, rather than processed by AFC.

DUTIES AND RESPONSIBILITIES

- Work closely with clients (families of children ages 0-21 in NYC) throughout all stages of representation, from intake to investigation to settlement negotiations and from preparation to possible execution of administrative hearings regarding the provision of special education services.
- Prepare documents and briefs related to impartial hearings, which are the administrative hearings for special education cases. This may include legal research, opening statements, direct and cross examination of witnesses, and closing arguments.
- Assist attorneys with impact litigation and policy reform initiatives. AFC's policy reform efforts focus on the needs of students most at risk of academic failure, including students in the

juvenile justice and foster care systems; immigrant students and English Language Learners; students in temporary housing; and students with special education needs.

QUALIFICATIONS

- Current JD candidate at an ABA-accredited law school
- Understanding of and alignment with AFC's mission. Please review AFC's work at www.advocatesforchildren.org.
- Clear expression of interest in AFC and the communities we serve.
- Desire to learn, both as an individual and as part of an organization, and apply diversity, equity, inclusion, and anti-racism principles.
- Demonstrated commitment to social justice.
- Personal and/or professional experience with the communities AFC serves, including people with disabilities, low-income and marginalized communities, and the public school system.
- Ability to effectively engage across cultures, identities, and ethnicities, particularly Black and Latinx families.
- Ability to engage with a variety of audiences that include parents, community partners, and NYC DOE staff.
- Strong legal writing skills.
- Organized, detail-oriented, and able to work independently on tasks and deliverables.
- Proficiency in Microsoft Office
- Applicants with fluency in a language other than English are highly encouraged to apply.

DEADLINE TO APPLY AND APPLICATION PROCESS

AFC will review applications and make offers in stages. Law students who apply by October 9, 2023 at 11:59pm will be considered for interviews taking place on **October 19th and 20th**. Law students who apply by January 1, 2024 at 11:59pm will be considered for interviews taking place on **January 11th and 12th**. We will notify students selected for interviews a few days before the interviews. Interviews will be conducted through Zoom.

APPLICATION INSTRUCTIONS

Please e-mail one PDF document that includes a resume and cover letter to summerlawintern@advocatesforchildren.org. You may address your cover letter to "Summer Intern Hiring Committee." You should highlight any personal or professional experience you have that demonstrates your connection to the populations that AFC serves, as well as your interest in interning at AFC.

Please indicate in your resume whether or not you speak any languages other than English and your level of fluency in these languages. Please further indicate in your cover letter if you would feel comfortable answering an interview question in Spanish or in another language other than English. If you apply and then accept another internship offer prior to our interview days, we would appreciate it if you would e-mail us to let us know that you no longer wish to be considered.

AFC's office is located by Penn Station in Manhattan, and we use a hybrid approach. Currently, all AFC positions are expected to work at least 2 days a week in the office and remotely on the remaining days. AFC is an affirmative action employer that actively seeks to recruit and retain a diverse staff and especially

encourages applications from people of color, persons with disabilities, parents of persons with disabilities, persons of diverse sexual orientations, gender identities or gender expressions and persons of diverse socioeconomic backgrounds.

AFC is committed to providing access, equal opportunity, and reasonable accommodation when requested by a qualified applicant or employee with a disability or other protected characteristic. The policy regarding requests for reasonable accommodation applies to all aspects of employment, including the application process. For more information and to request an accommodation, contact Human Resources at HR@advocatesforchildren.org.