



Position Announcement – Summer Internship

Christian Legal Aid of DC (“CLADC”) is accepting applications for summer internships from on or around May 26 - August 11, 2021. CLADC was formed in 2007 to provide free and low-cost legal services to low-income individuals and families while demonstrating the love of Christ. We conduct three monthly legal aid clinics currently held virtually and provide advice, services, and representation primarily in landlord/tenant, probate, estate planning, expungement, and Social Security disability matters.

At CLADC, we envision a city where those in need know they can turn to the Church, and Christian attorneys are eager use their skills to advance justice and show the love of Christ. CLADC exists to join the legal resources God has given this city with the legal needs of those in poverty. We do this by connecting and equipping volunteer attorneys and volunteer law students who serve our clients and expand their access to justice.

CLADC interns will play a critical role in pursuing this vision by working closely with the Director of Legal Services (DLS) to assist with primary case load, researching relevant topics for DLS and volunteer attorneys, and assisting with volunteer recruitment strategies.

The role description below is not exhaustive, and the scope of work can be adapted to help the successful applicant meet requirements to receive course credit.

I. General Duties

- *Relationships with CLADC members.* The intern will maintain a strong working relationship with, and report directly to, the Director of Legal Services. The intern will also be expected to establish and maintain positive relationships with other staff, supporters, clients, volunteers and donors.
- *Christ-Like Example.* The intern, relying on his or her faith and relationship with Jesus Christ, should model a love for our neighbors in poverty and a desire to serve them well.
- *Schedule.* The position is 30-40 working hours per week as agreed with the Director of Legal Services. Occasional evening availability for events and attendance at least one weekend clinic a month is expected.

II. Specific Duties

- Research and draft memos for staff and volunteer attorneys;
- Participate in preparation for legal clinics and at least one consultation per clinic that intern attends;
- In consultation with CLADC staff, select a summer research topic (e.g., the impact of housing vouchers on poverty in Washington, DC) and present to CLADC staff and volunteers at the end of the internship; and,
- Draft, file, and mail (if local) documents with attorney support.

III. Requirements/Qualifications

A commitment to Christ in all that we do is essential to the fulfillment of CLADC's mission, therefore any interested candidate should be able to demonstrate their faith commitment in practice. In your cover letter, please include a brief description of your faith and indicate what church you attend, if any.

Additional requirements include:

- Mature, orthodox Christian faith as defined by the Apostle's Creed;
- At least one year of law school completed;
- An interest in public interest law and at least one of the following practice areas: Landlord/Tenant and housing, record sealing, probate and guardianship, and SSI/SSDI; and,
- Strong research and writing skills.

IV. Pay: Internships are unpaid, but we will support the successful candidate in his or her efforts to secure funding.

V. To Apply

Applications should be submitted by April 9, 2021. Submit a cover letter, resume, writing sample, and list of three references (please include a reference from your faith community if possible) via email to: Lindsay.Ayers@christianlegalaid-dc.org. If you are looking to secure school credit through this internship, please include those requirements in your application.

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