Agenda

I) Overview of Judicial Externships
II) Bay Area Opportunities
III) Timing of Your Applications
IV) Key Resources
V) Application Materials
VI) Overview of Judicial Clerkships
VII) Q&A
What do judicial externs do?

- Researching and writing memoranda for the judge and her law clerks
- Attend hearings, draft opinions, help with administrative duties, and support work of the law clerks
- Beyond that – work, type of cases – depends upon judge and court where you are working.
Benefits of Summer Externships

- Hone research, writing & legal skills
- Gain insight into inner workings of legal system
- Great credential on resume
- Connection to clerkship applications?
Downsides of Summer Externships?

- No funding available
  - Limited summer funding; can do during school year
    - Judicial Internship Opportunity Program
      - Apply beginning on 12/1
      - Deadline is 1/6/13
      - $1,500 stipend
Downsides of Summer Externships?

- Can be too academic for students who are ready after 1L year to work directly with clients
- Effect on PI/PS job search
The World of Federal Judicial Externships

- Circuit Courts of Appeal
  - Federal Circuit (IP students)

- District Courts
  - Magistrate Judges & Bankruptcy Court Judges

- Specialty Courts: Court of Federal Claims, ALJs (DOL), Immigration Courts (2L summer or during school year)
The World of State Judicial Externships

- State Courts
  - State Supreme Court
  - State Courts of Appeal
  - State Trial Courts

- CA State Courts
  - CA Supreme Court (SF)
  - CA Courts of Appeal
  - CA Superior Courts
Appellate vs. Trial Court

- **Appellate -- good fit for students who:**
  - enjoy the more academic side of the law
  - have a limited desire to litigate or try cases
  - are not seeking contact with lawyers or parties

- **District Court – good fit for students who are seeking:**
  - Solid training for litigation career; plenty of R&W, but more time in court and exposure to practical aspects of trial court litigation
  - Unique opportunities to observe wide range of lawyering styles from judge’s perspective
Bay Area
Federal Judicial Externships

- **9th Circuit**
  - 4 (SF); 1 (Sacramento); 19 (SoCAL)
  - SAC - Callahan
  - SoCAL – see guide for more details

- **U.S. District Court for the Northern District of CA**
  - SF, Oakland & San Jose
  - Pro Se Dept.(civil), Bankruptcy, Magistrates

- **U.S. District Court for the Eastern District of CA**
  - Sacramento (7) & Eastern CA cities & counties (Fresno, Redding, Tahoe, Yosemite, Bakersfield)
Timing of Applications & Interviews

- Some will hire without first-semester grades (experience counts).
- Some will invite you to submit your grades.
- Most will neither acknowledge receipt of your application or send a rejection letter.
- Many will *not* extend interview invitations w/o seeing grades.
- If you decide to either apply over break or once you have your grades – you will miss out on a limited number of opportunities; but you have to balance sending out early applications vs. studying for finals.
Timing of Applications & Interviews

- Federal Circuit Courts and Federal District Courts
- State Supreme Courts (excluding CA)

Interviews: Try to schedule after finals (if possible); if applying in or near home state – indicate this in cover letter.
  - Note about “exploding offers”
Timing of Applications & Interviews

- **9th Circuit (SF Judges)**
  - Fletcher & Bea are not hiring summer externs
  - Noonan is hiring – apply as soon as you have your grades
  - Berzon is hiring – apply in January and then if you have a strong first-semester transcript – send it as a supplement

- **CA Supreme Court Justices & Other CA State Courts**
  - 3/7 Justices are hiring 1Ls (Werdegar, Kennard & Liu)
  - CA Court of Appeals & CA Superior Courts
  - Apply as soon as you have your first-semester grades

- **Northern District of CA**
Resources

- Judicial Externship Guide
  - Sample cover letters & application guidance
  - Instructions on how to use clerkship database
  - Additional research resources – *CA Courts & Judges; Almanac of the Federal Judiciary*

- B-Line Evaluations

- Field Placement Office Evaluations
Application Materials & Qualifications

- Resume, cover letter, transcript (if applicable), list of references (2-3) & writing sample (LRW memo; cover sheet)
  - Some judges want undergraduate transcript (see guide)

- B-Line Judicial Clerkship Database
  - Use for cover letters & judge mailing address labels

- Qualifications:
  - December 1st Judges?
    - work experience, college grades; transferable skills.
  - Non-December 1st Judges?
    - same as above – but including 1st semester grades
Overview of Judicial Clerkships: The Basics

- One or two year “term” position with a judge
  - Right after graduation (begin in fall) or later in career
  - “Career Clerks”

- Different Types of Clerkships:
  - U.S. Supreme Court
  - Circuit Courts of Appeal
    - Federal Circuit & Staff Attorney Positions
  - District Courts
    - Magistrate Judges & Bankruptcy Court
  - Specialty Courts: Immigration Courts, Tax Court, Court of Federal Claims, Armed Forces, ALJs (DOL)
  - State Courts (note about CA)
Overview of Judicial Clerkships: Benefits & Downsides

- **Benefits** – similar to externships
  - Great post-graduate credential
  - Note about Law Teaching, PI fellowships & GOV Honors Programs

- ** Downsides?**
  - Some students don’t want to delay opportunity to start practicing, working with clients (PI/PS)
  - Highly competitive process – requires geographical flexibility (not possible for everyone)
  - Can always apply later in your career!
Overview of Judicial Clerkships: Application Timeline

Fall & Spring of 2L Year: Attend CDO programs; secure 3 recommendation letters; work on application materials & research judges (talk to future, current & former clerks)
  - Note about timing of state court clerkship applications

Summer before 3L Year: Finalize application materials & judge research; continue networking efforts; work w/CDO

Fall of 3L Year: Submit applications; prepare for Interviews (programs); land clerkship!
Overview of Judicial Clerkships: Things to Consider Moving Forward

- **Letters of Recommendation**
  - Research Assistant Positions
  - Writing Requirement Supervisors
  - Clinical & Internship Supervisors

- **Writing Sample Options**

- **Networking, Contacts & Relationships**
  - 1st summer; student groups; alums; events
Questions?

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