



## Internship USA Program Offer



### Law Office Program Oakland, CA

#### Host Company Description:

Litigating cases at all levels, this public interest and civil rights law firm aims to help those marginalized by society. Giving legal assistance that is understandable and clear to everyone regardless of language or status is a core value of the firm. The firm practices law in the San Francisco Bay area with offices in Oakland.

#### Position Description:

- Participate in opportunities to learn and work on all aspects of cases
- Conduct intake, legal research, and investigation
- Prepare and file complaints
- Participate in deposition, trial, resolution, and appeal processes

#### Applicant Qualifications:

- To apply for the Internship program, applicants must be full-time university students with academic focus in **Law studies** OR have graduated less than 12 months from the internship begin date
- To apply for the Trainee program, applicants must hold **Law degrees** and have at least 1 year of professional work experience related to the degree, OR be career professionals of 5 or more years in the field
- Applicants must speak **advanced English** with excellent verbal and written communication skills
- Experience working as a paralegal is preferred but not required
- Familiarity with legal research
- Familiarity with drafting legal documents
- Spanish language proficiency is a plus

### Internship Info

#### Start Date:

- December 2021

#### Program Duration:

- 12 - 18 months

#### Compensation:

- \$14 per hour

#### English level required:

- Advanced

#### Housing:

- not provided

#### Number of Positions: 1



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