



The Jean and Edgar Cahn Community Lawyering Internship Program

Neighborhood Legal Services Program of the District of Columbia (NLSP) is pleased to announce the creation of the Jean and Edgar Cahn Community Lawyering Internship Program, a new law student paid summer internship program. NLSP seeks a diverse and broad pool of applicants and aims to create opportunities for students who may not otherwise afford to work in legal services internships which typically are unpaid. The program will provide three law students enrolled in a Washington D.C. area law school with exposure to legal services work annually each summer. Interns will work in one of NLSP's three practice areas or its brief services unit. The internship will strengthen lawyering skills while providing insight into NLSP's impact on the lives of D.C.'s most vulnerable residents.

Summer internships will last ten weeks. Total compensation for the ten-week period is \$15,300. Interns will be paid bi-weekly in accordance with NLSP's payroll schedule.

BRIEF DESCRIPTION OF POSITION

Neighborhood Legal Services Program of the District of Columbia will place legal interns in one of the following units for Summer 2025:

- Economic Security Unit
- Family Law Unit
- Housing Law Unit
- Brief Services Unit

Internships will start in May 2025 and end in August 2025, although start and end dates are negotiable. A ten-week commitment is mandatory for the program. Interns will be expected to work full time, on a hybrid schedule, Monday through Friday, from 9:00am until 5:00pm and will be located at NLSP'S Headquarters, 64 New York Avenue NE.

PRIMARY RESPONSIBILITIES

- Family Law Unit and Housing Law Unit interns will assist supervising attorneys through all stages of the litigation process, including client interviews, drafting complaints and motions, filing and responding to discovery, and preparing for hearings and trial.

- Brief Services Unit interns will assist supervising attorneys through all stages of the brief services process, including client interviews, providing brief legal advice in all of NLSP's practice areas, and assisting clients to fill out pro se court documents.
- Economic Security Unit interns will assist with cases such as criminal record sealing, complaints involving the Fair Criminal Records Screening Amendment Act, and consumer law issues. They will also survey patrons of our library-based clinics utilizing a pre-developed survey instrument to assist with an evaluation of our project.
- Interns will have the opportunity to attend client meetings, court appearances, and community events.
- Interns will receive training about relevant substantive law, litigation, and NLSP's approach of using the law to fight poverty.
- Interns will assist attorneys with legal research and writing
- All interns will help staff the D.C. Superior Court Small Claims Resource Center.

EXPERIENCE AND QUALIFICATIONS

Rising 3Ls from accredited law schools in the Washington D.C. area are eligible to apply for an internship. Primary selection criteria include:

- a commitment to serving low-income clients
- passion for public interest law, particularly for civil legal services
- strong academic performance, including excellent research and writing skills
- clinical or other relevant experience working with low-income communities
- exceptional communication skills (written and oral) and strong interpersonal skills
- an ability to work independently

ABOUT NLSP

Since 1964, NLSP has provided free legal services in civil cases to low-income residents of the District of Columbia. NLSP pioneered the concept of a law office rooted in the neighborhoods that it serves and established landmark precedents that have retained their vitality and relevance. NLSP remains embedded in D.C.'s most low-income communities, builds its work on strong partnerships with community-based organizations, and seeks to achieve lasting change for its clients and their communities by using a full range of advocacy tools. Its diverse and passionate staff embraces an explicitly anti-poverty mission and shares a deep commitment to securing meaningful access to justice.

APPLICATION MATERIALS

1. A cover letter explaining why you want to intern at NLSP, which of NLSP's practice units you are interested in, and why you are interested in that area
2. Up-to-date law school transcript

3. Resume (Please indicate any proficiency in languages other than English and your level of fluency)
4. Name and contact information for two references (law school professors, judges, practicing lawyers or others in a position to comment on the applicant's qualifications for a position at NLSP)
5. An original, substantive writing sample that is no more than five pages in length.

APPLICATION PROCESS

Please send, as a single pdf file, your application materials in an email with the subject line, “2025 Cahn Summer Internship” to:

Marka Belinfanti, Director of Private Attorney Involvement Email:

DirectorofPAIHiring@nlsp.org

NLSP will interview candidates on a rolling basis. Internships will be open until filled. Highly motivated applicants should not wait to apply. Please remember to indicate in your cover letter the practice unit in which you are most interested.

NLSP IS AN EQUAL OPPORTUNITY EMPLOYER

Neighborhood Legal Services Program (“NLSP”) is an equal opportunity employer, committed to inclusive hiring and dedicated diversity in our staff. It is the policy of NLSP that no employee or applicant for employment or services will be discriminated against because of race, color, religion, national origin, age, sex, disability, sexual orientation, political affiliation, family responsibilities or family status, veteran’s status, or any other basis prohibited by law, including the D.C. Human Rights Act and Language Access Act.

NLSP thrives on our diversity, and we strongly encourage women, persons of color, LGBTQ+ individuals, veterans, persons with disabilities, returning citizens, and persons from other underrepresented groups to apply.