



ONE NORTH DEARBORN, SUITE 1000 | CHICAGO, IL 60602-4322

LEGAL AID SOCIETY – SAFETY & FAMILY PRACTICE GROUP INTERNSHIP

The Safety & Family Practice Group of the Legal Aid Society is seeking law student interns for Summer 2020.

The Legal Aid Society (LAS) is the legal advocacy arm of Metropolitan Family Services. The Safety & Family Practice Group handles issues including orders of protection, divorces, child support, and allocation of parental responsibilities and parenting time, as long as they are part of a divorce or parentage case where there is domestic violence.

RESPONSIBILITIES

- Research case law and procedure for effective client representation;
- Identify and analyze legal problems and solutions relevant to orders of protection, divorces, child support, and custody;
- Participate with attorneys in client interviews and negotiations with adverse parties;
- Prepare legal documents including motions, discovery materials, and pleadings in connection with court proceedings;
- Maintain client files; and
- Work effectively with staff and a diverse client population.

QUALIFICATIONS

The ideal candidate will possess the following attributes:

- Strong research and writing skills;
- The ability to communicate effectively with attorneys, clients, and co-workers;
- Strong organizational skills and attention to detail;
- Ability to work effectively on individual assignments and as part of a team;
- Patience and professionalism while working diverse clients; and
- A willingness to ask questions and seek to clarify assignments and responsibilities.

Preferred Qualifications:

- Spanish-speaking a plus; and
- A background in family law.

The ability to obtain an Illinois 711 license is encouraged, but not required.

To apply, please email your resume and cover letter to Dana Harbaugh at HarbaughD@metrofamily.org.