

LEGAL AID SOCIETY – INDIVIDUAL RIGHTS & SOCIAL JUSTICE CHICAGO
INTERN/EXTERN-SHIP

The Individual Rights & Social Justice Practice group at Legal Aid Society has is seeking a law student intern/extern for Spring 2023. Fluency in Spanish is preferred, but not required. This is a part-time, unpaid position. This position is based out of our HQ in Chicago, IL, and will be a hybrid position, which is primarily remote, but occasional in-person work will be required at the office as needed. The exact start and end dates will be determined between the intern and their supervisor.

The Individual Rights & Social Justice Practice Group at LAS works to ensure victims of crime have access to a full array of legal and social services. The IR & SJ Practice Group primarily works with survivors of human trafficking, immigrant victims of crime, and individuals with certain employment-related legal concerns. This multi-disciplinary practice group engages in significant community outreach efforts and strives to ensure clients receive trauma informed services that address all of their needs, either through in-house services or by providing referrals to community partners.

RESPONSIBILITIES

1. Assist in completing immigration forms and applications;
2. Participate with attorneys in client interviews;
3. Research case law and procedure for effective client representation;
4. Identify and analyze legal problems and solutions relevant to immigration, human trafficking, and crime victim rights representation;
5. Maintain client files; and
6. Work effectively with staff and a diverse client population.

QUALIFICATIONS

The ideal candidate will possess the following attributes:

1. Spanish language proficiency (preferred)
2. Strong research and writing skills;
3. The ability to communicate effectively with attorneys, clients, and co-workers;
4. Strong organizational skills and attention to detail;
5. Ability to work effectively on individual assignments and as part of a team;
6. Patience and professionalism while working diverse clients; and
7. A willingness to ask questions and seek to clarify assignments and responsibilities.

To apply, please email a **resume and cover letter** to Elizabeth Gresk, Director of Pro Bono, at LASInterns@metrofamily.org. Please note in the subject line the position which you are applying for (IRSJ Chicago). Applications will be reviewed on a rolling basis until the position is filled. LAS hopes to fill the position by mid-December 2022.