



Summer 2022 Legal Program Internship

JOB POSTING AND POSITION OVERVIEW

The American Civil Liberties Union of Montana (ACLU of Montana) seeks applications from current law students for its summer Legal Internship Program.

As Legal Intern, you will join a legal team and staff committed to defending Montanans' civil rights from government abuse and overreach. Interns will have the opportunity to work on a variety of litigation matters and will work alongside the attorneys to address current civil rights issues in the state of Montana.

ABOUT THE ACLU OF MONTANA

The ACLU of Montana (founded in 1972) is an affiliate of the national ACLU (founded in 1920) and operates as a private, non-profit organization. We are the state's largest and most influential civil rights organization. **Our current top priorities are Indigenous justice, criminal legal reform and ending the criminalization of poverty, LGBTQ rights, and voting rights.** We work on a range of additional issues including reproductive justice, immigrants' rights, freedom of speech and religion, and informational and digital privacy. The ACLU of Montana envisions a fair, equitable, and free Montana that welcomes and celebrates diversity of all kinds. In our Montana, everybody is treated with dignity and respect, and has equal access to rights and freedoms.

The ACLU of Montana maintains a friendly work environment, with a current staff of 12 and an office located in Missoula. To learn more about the staff and work of the ACLU of Montana, please visit <http://aclumontana.org>.

COMMITMENT TO DIVERSITY AND INCLUSION

ACLU of Montana is an equal opportunity employer. We value a diverse workforce and an inclusive culture. We believe that having a board, staff, and volunteer base with diverse personal and professional backgrounds enhances our ability to meet our mission and creates an environment where all members of our community can thrive. We strongly encourage applications from people of color, Indigenous people, immigrants, women, people with disabilities, members of the LGBTQ and two-spirit community, those who have been formerly incarcerated or are currently under supervision, and other underrepresented and historically marginalized groups. We seek to build a team that reflects that diversity. All qualified applicants who share this vision and who have a desire to contribute to our mission are encouraged to apply.

The ACLU of Montana does not discriminate on the basis of race, color, faith, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, tribal

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affiliation, disability, veteran status, or record of arrest or conviction. We are committed to providing a work environment free from discrimination and harassment and one that honors and promotes a culture of equity, diversity, inclusion, and belonging. We are engaging in ongoing internal equity work, including racial caucusing.

Our work environment is friendly, with flexibility and consideration of personal needs and circumstances.

RESPONSIBILITIES

Interns will have the opportunity to gain valuable experience by working alongside the Legal Department's attorneys on the following:

- Conducting legal research;
- Drafting memoranda, public records requests, complaints, or other legal documents;
- Researching prospects for new litigation;
- Researching and drafting materials for public education;
- Other projects as assigned.

EXPERIENCE AND QUALIFICATIONS

- A demonstrated commitment to public interest law and civil rights and liberties;
- Current enrollment in law school and completion of the first year before the internship commences;
- Commitment to diversity, equity and inclusion and fighting racism and a personal approach that values the individual and respects differences of race, ethnicity, age, gender, gender identity and expression, sexual orientation, national origin, faith, ability, socio-economic circumstances and class.

COMPENSATION

The ACLU of Montana will provide support for outside funding applications, or efforts to receive course credit or work/study funding from the student's school.

In the event that applicants are unable to secure outside funding or course credit, the ACLU of Montana will offer compensation of \$4,200 for a 12-week full-time (40-hours per week) internship. A legal intern eligible for compensation must be based in Montana.

A monthly reimbursement for personal mobile phone and internet is offered to all working remotely during the pandemic.

APPLICATION PROCEDURE

All applications are treated confidentially. Applications will be considered on a rolling basis, with initial review beginning on November 18, 2021. Interested students are encouraged to apply as early as possible.

Please submit (in pdf format if possible):

1. A cover letter (please indicate where you saw this internship posting);
2. Resume;

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3. A short writing sample (no more than 10 pages in length); and
4. A list of three references.

Email your application to jobs [at] aclumontana.org.

Please reference “Legal Internship Application” in the subject line of your email.

This posting provides a general but not comprehensive list of the opportunities of the internship. It does not represent a contract of employment. The ACLU reserves the right to change the posting at any time without advance notice.