



Legal Externship Placement

Rolling, initial review May 1, 2020

The American Civil Liberties Union of Montana (ACLU of Montana) seeks applications from current law students for Externship placements during the 2020-2021 academic year. A successful candidate would work out of our Missoula office.

The organization's top priority areas are Indigenous Justice, criminal justice reform, and immigrants' rights. We work on a range of additional issues including reproductive justice, voting rights, freedom of speech and religion, LGBTQ rights, and informational and digital privacy. Externs will have the opportunity to work on a variety of litigation matters and work alongside the attorneys to address current civil rights issues in the state of Montana.

BACKGROUND

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, combining litigation, policy advocacy, communications, and organizing tactics to promote a broad range of individual rights and liberties.

The ACLU of Montana has a current staff of 15 and a main office located in Missoula. Expect a fast-paced and friendly work environment, with flexibility and consideration of personal needs and circumstances. To learn more about the 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, Native Americans, immigrants, women, people with disabilities, members of the LGBTQ community, those who have been formerly incarcerated, and members of other underrepresented and historically marginalized groups.

The ACLU of Montana does not discriminate on the basis of race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability, veteran status, or record of arrest or conviction. We are committed to providing a work environment free from discrimination and harassment.

RESPONSIBILITIES

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

- Conduct legal research
- Drafting memoranda, FOIA requests, complaints, and 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 liberties.
- Current law student who will have completed their first year of school before the externship commences, and who is eligible for academic credit through their law school
- Willing and able to work out of the Missoula office.

ACADEMIC CREDIT

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

APPLICATION PROCEDURE

All applications are treated confidentially. Applications will be considered on a rolling basis, with initial review beginning on May 1, 2020. Interested students are encouraged to apply as early as possible. Submit a cover letter (please indicate where you saw this externship posting); resume; a short writing sample (no more than 10 pages in length); and a list of three references. Email your application to jobs@aclumontana.org. Please reference "General Legal Externship Application" in the subject line of your email.

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