

Each summer, the New York State Court System provides an excellent learning opportunity to students from all over the country through the Judicial Internship Program.

The 2023 Summer Judicial Internship Program for the Ninth Judicial District is scheduled to begin on Monday, June 5<sup>th</sup>, and last approximately six weeks until July 14<sup>th</sup>. Interns are expected to work Monday through Friday from 9 to 5. The internship encompasses the entire Ninth Judicial District (Westchester, Putnam, Rockland, Orange, and Dutchess Counties) and selected interns are placed in a location convenient for them. All interns will attend a detailed orientation on June 5<sup>th</sup> and weekly professional development lectures with guest speakers held in the Westchester County Courthouse in White Plains. The summer internship is unpaid, and interns are responsible for paying parking fees.

The opportunity to intern in a Judge's chambers provides a student with an insider's view into the decision-making process and a chance to participate in that important process. Interns' tasks will include conducting legal research, drafting memos and briefs, preparing decisions, observing court, and assisting chambers staff with the day-to-day operations of their part.

Interested law students and college students who would like to apply to the 2023 Summer Judicial Internship Program, should complete the employment [application](#) and email it, along with a cover letter (explaining why you are interested in the program, what areas of law interest you, and what County you prefer to be placed), resume, and official transcript to Stefanie DeNise, Internship Coordinator, at [sdenise@nycourts.gov](mailto:sdenise@nycourts.gov). Interviews will be conducted on a rolling basis, beginning in January. All applications must be received no later than March 31, 2023. Note: the internship program is limited to 50 students.

If you are a law student and an avid writer, and wish to hone those skills over the summer, please note in your cover letter that you would like to be considered for a position with the White Plains satellite office of the Appellate Division, Second Department. Please also include a writing sample with your application materials.

Interns must be fully vaccinated against the COVID-19 virus by the start date of the internship, unless granted a reasonable accommodation due to disability or religion.

The New York State Unified Court System is an equal opportunity employer, and does not discriminate on the basis of race, color, religion, gender (including pregnancy and gender identity or expression), national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, parental status, military service, or other non-merit factor.