N.C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
APPELLATE SECTION

ELIGIBILITY: Rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: Pursuant to N.C.G.S. § 114-2 (1), the Attorney General represents the State in all criminal cases in the appellate courts of North Carolina. The Appellate Section of the Criminal Division of the North Carolina Department of Justice was created to track and coordinate the handling of all criminal appellate matters and to provide a group of attorneys who specialize in criminal law, criminal procedure, and criminal appellate matters who would handle the most difficult and complex criminal appeals and petitions.

It is the primary responsibility of the Appellate Section to represent the State in all criminal matters before the North Carolina Court of Appeals and the Supreme Court of North Carolina. This includes direct appeals of criminal convictions in any of the judicial districts of the State and state post-conviction petitions (non-capital) filed in the North Carolina appellate courts. The attorneys in the section also respond to petitions related to direct appeals filed in the Supreme Court of the United States. Because of their expertise, the attorneys also are able to serve as a resource for all of the attorneys in the Department of Justice who handle occasional criminal appeals as part of their duties through the criminal brief rotation.

INTERN DUTIES: Interns will assist attorneys in legal research and writing involving criminal petitions and appeals in the North Carolina appellate courts. They also may assist in updating an Issue Bank or other appellate resource material.

IN THE PAST: Past interns have drafted petition responses and appellate briefs, have assisted in updating an Issue Bank and other appellate resource material, and have attended oral arguments at the appellate courts.

BENEFICIAL EXPERIENCES: Working in the Appellate Section allows interns to improve their legal research and writing skills while participating in the preparation of documents for filing in actual criminal appeals. Interns have the opportunity to assist in advocating a position on behalf of the State of North Carolina that may impact the disposition of a case or affect the jurisprudence of the state with regard to criminal prosecutions.

CONTACT PERSON - Person to whom cover letters should be addressed:
Robert Montgomery
Special Deputy Attorney General
North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to rmont@ncdoj.gov.

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE

ATTORNEY GENERAL'S EXECUTIVE STAFF

ELIGIBILITY: Rising junior or senior undergraduate majoring in social sciences, humanities or a related discipline. Strong writing skills required.

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Attorney General's Executive Staff works directly with the Attorney General in developing policy and implementing the initiatives of the Attorney General. This intern will assist both the Legislative Liaison and the Public Information Office.

INTERN DUTIES: This intern will handle a variety of tasks related to legislation, policy and communications. Among the projects this intern is likely to work on: research and summarize key policy items of interest to the office; conduct research for legislative inquiries on program services and budget; monitor legislative committee hearings for Legislator and staff discussion and assist in the preparation of follow up requests; track and monitor legislation related to duties of the Attorney General's office; writing projects including news releases, consumer columns, safety alerts, website and social media content, and memos; monitor state and national media on topics relevant to the office; and assist with planning and carrying out public events to educate the public about public policy, consumer protection, and safety issues.

IN THE PAST: Previous interns have attended legislative committee meetings, researched legislation in other states to help develop legislation for North Carolina, helped plan news conferences, researched consumer issues relevant to college students, travelled with the Attorney General to consumer education events around the state, and helped with a statewide initiative to fight teen prescription drug abuse.

BENEFICIAL EXPERIENCES: Working in the Executive Section allows interns to observe the intersection of law and public policy. The workload provides the intern an in-depth opportunity to directly influence public policy at the state and sometimes national level.

CONTACT PERSON – Person to whom cover letters should be addressed:

LaTonya Rogers
North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to lrogers@ncdoj.gov

N.C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
CAPITAL LITIGATION/FEDERAL HABEAS SECTION

THOSE ELIGIBLE TO APPLY: rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The primary purpose of the Section is to represent the State of North Carolina in post-conviction capital (death penalty) litigation in state superior courts, the North Carolina Supreme Court, federal district courts, the Fourth Circuit Court of Appeals, and the United States Supreme Court. Several attorneys also represent the State in non-capital habeas post-conviction litigation in federal district courts and the Fourth Circuit Court of Appeals. Additionally, Section attorneys assist district attorneys in all aspects of state capital litigation, both at trial and in post-conviction proceedings; track pending post-conviction capital cases in the state and federal court systems; maintain a clearinghouse of information and research on death penalty issues, statistics, and legislation; formulate strategies and legal positions for the State in both state and federal capital post-conviction litigation; advise the Attorney General on state and federal legislation affecting the imposition of the death penalty in North Carolina; and act as liaison with attorneys general and prosecutors of other states on common death penalty-related issues.

MAJOR TASKS: Section interns will be responsible for myriad tasks, including: conducting sophisticated legal research; drafting or editing memoranda of law and trial briefs; assisting attorneys in preparing for evidentiary and non-evidentiary hearings in state superior courts and federal district courts; assisting attorneys in preparing for oral arguments in appellate courts, including observing or participating in internal moot courts; drafting appellate briefs and responses to petitions in state appellate courts in non-capital murder cases; accompanying attorneys to hearings or arguments; assisting in obtaining and organizing court records, documents, and exhibits for use in post-conviction litigation; updating the Section's death penalty database and issue banks.

BENEFICIAL EXPERIENCES: Section interns will gain a greater understanding of criminal law – both substantive and procedural. Interns will have an opportunity to assist with cases in various state and federal courts and to explore a wealth of complex constitutional issues. Interns also will receive substantial feedback and edits on work product, with the goal of producing documents both useful to the Section and useful to the intern in improving research and writing skills.

CONTACT PERSON - Person to whom application should be directed:

Jess D. Mekeel
Assistant Attorney General
N.C. Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Application documents (cover letter, resume, and writing sample) should be submitted by email only to jmekeel@ncdoj.gov

N.C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
COMPOSITE LITIGATION GROUP

THOSE ELIGIBLE TO APPLY: rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Composite Litigation Group features attorneys who have been specifically designated to represent State agencies in complex or protracted litigation that arises out of the Administrative Division of the Department of Justice. The Group's clients include the Department of Health and Human Services, the Department of Agriculture, the Treasurer's Office, the Office of State Personnel, the Wildlife Commission, the Board of Elections, the Global Transpark Authority, the Department of Cultural Resources, the Administrative Office of the Courts, the Department of Public Safety, State universities, and other State entities named in state Superior Court, Federal Court, or administrative actions. The Group's practice includes jury trials and administrative hearings, as well as class action lawsuits and complex Federal compliance cases. In addition to its obligation to defend State agencies, the Group also provides for the defense of State employees, assigned to Division clients, who have been individually named in civil actions. Finally, the Group's attorneys represent the State in criminal appellate matters.

MAJOR TASKS: Interns will become involved in virtually every aspect of litigation, including: research of state and federal law for use in pending or anticipated actions; investigating claims and evidentiary issues; crafting responsive pleadings; drafting motions; drafting and responding to discovery; preparing pretrial memoranda; trial preparation activities including witness interviews; and, accompanying attorneys to depositions, mediations, hearings, trials, and oral arguments. It is hoped that this broad experience, in conjunction with guidance and counsel from experienced attorneys, will directly benefit the intern whose career ambitions include litigation. In return, the intern will provide a valuable contribution to the Group's various endeavors and resultant impact upon our State's jurisprudence.

CONTACT PERSON - Person to whom cover letters should be addressed:

Amar Majmundar
Special Deputy Attorney General
North Carolina Department of Justice
Post Office Box 629
Raleigh, NC 27602-0629

Cover letter and resume should be e-mailed to amajmundar@ncdoj.gov.

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
CONSUMER PROTECTION DIVISION

ELIGIBILITY: Rising 2L or 3L law students

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Consumer Protection Division enforces the State's deceptive trade practices act, consumer protection statutes, and antitrust laws. The Division files enforcement actions to obtain restraining orders and injunctions against individuals or companies acting in violation of North Carolina's unfair or deceptive trade practices statutes and to obtain restitution for victims. The Division sometimes files cases in conjunction with other state agencies, the attorneys general of other states, or the Federal Trade Commission. The Consumer Protection Specialists in the Division also handle about 22,000 written complaints filed by consumers. They attempt to mediate the complaints through correspondence and successfully resolve over half of the written complaints.

INTERN DUTIES: Summer interns assist in the investigation and prosecution of cases. Their duties may include conducting witness interviews, drafting affidavits, document review, legal research, as well as drafting civil pleadings, trial memoranda and appellate briefs. Summer interns have also assisted in performing legislative research and drafting in connection with legislation involving consumer protection issues.

IN THE PAST: In addition to traditional legal intern projects, some summer interns have enjoyed helping the Division investigate certain unfair or deceptive business practices by making undercover calls and attending meetings or seminars where products or services are "pitched" to the public.

BENEFICIAL EXPERIENCES: The Consumer Protection Division offers summer interns the chance to work on a broad range of legal issues. The summer interns will not only gain helpful legal experience in a variety of areas but will also benefit personally from an increased awareness of consumer scams.

CONTACT PERSON – Person to whom cover letters should be addressed:

Harriet Worley, Special Deputy Attorney General
Lynne Weaver, Special Deputy Attorney General
North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to hworley@ncdoj.gov and lweaver@ncdoj.gov.

N.C. DEPARTMENT OF JUSTICE – TRAINING AND STANDARDS DIVISION
NC CRIMINAL JUSTICE EDUCATION AND TRAINING STANDARDS

ELIGIBILITY: Highly motivated undergraduate in a 2-yr or 4-yr Criminal Justice Degree Program.

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: This Division administers all programs as staff to the North Carolina Criminal Justice Education and Training Standards Commission, to include the regulation of all North Carolina law enforcement officers (with the exception of sheriffs and their deputies), corrections and probation/parole officers, juvenile justice counselors and officers, and all other criminal justice personnel required to be certified by the CJ Commission. The CJ Standards Division assures that all certified officers and personnel meet the minimum standards for employment, training and certification. The Division oversees the Commission-mandated Basic Law Enforcement Training (BLET) and Mandatory In-Service Training courses required of all certified officers. This includes the regulation of such programs as provided by Community Colleges, the North Carolina Justice Academy and local agencies in their delivery of those Commission-mandated course offerings. Instructors teaching in these courses are also subject to regulation and certification by the Division. The Division also administers a Professional Certificate and Service Award Program to award law enforcement and criminal justice officers for their experience, training, education and service in law enforcement and/or criminal justice. The Division administers the Concealed Carry Handgun Instructor Certification and the Retired Qualified Law Enforcement Officer Concealed Carry Program. The Division also staffs the CJ Commission at its quarterly meetings, any committee meetings, and represents the Commission's interests in other venues. The Division provides technical assistance to many agencies in the criminal justice system to aid them in the discharge of program participation and responsibilities. The Division is also empowered to compile data, develop reports, identify needs and perform research relevant to the improvement of these agencies.

INTERN DUTIES: This internship will involve numerous duties in assisting the Division to maintain certification files for delivery systems, instructor certification files, and all records related to the business of the CJ Commission. Assignment of duties will expose the intern to the full scope of Commission regulations.

IN THE PAST: Attend Commission meetings and administrative hearings.

BENEFICIAL EXPERIENCES: Working in the CJ Standards Division allows interns to be exposed to regulations governing law enforcement, corrections and juvenile justice system-wide.

CONTACT PERSON – Person to whom cover letters should be addressed:
Director, Criminal Justice Standards Division
1700 Tryon Park Drive
Raleigh, NC 27610

Cover letter and resume should be e-mailed to dhbyrd@ncdoj.gov.

N.C. DEPT. OF JUSTICE-ATTORNEY GENERAL'S OFFICE
DIVISION OF MOTOR VEHICLES SECTION

ELIGIBILITY: Rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Motor Vehicle Section advises the Division of Motor Vehicles, which includes the License and Theft Bureau; a sizeable enforcement agency in North Carolina dedicated to the regulation of automobile dealers and inspections and the investigation and prosecution of vehicle thefts. As a result, the attorneys in this section handle a wide variety of legal matters; both criminal and civil. This section also represents the Division in both state and federal court, as well as the state and federal appellate courts.

INTERN DUTIES:

1) Interns will be assigned to work with individual attorneys on a case-by-case basis with assignments including, but not limited to the following: drafting pleadings, discovery, motions, civil and criminal appellate briefs, conducting research and writing memoranda of law.

2) The intern may travel with attorneys to motion hearings, trials and other court proceedings regarding DWI related drivers license revocations; as well as any other existing cases as appropriate.

3) The intern may be involved in the preparation of cases pending for trial; including, but not limited to drafting trial briefs and formulating appropriate litigation strategies.

4) The intern may observe and participate in meetings with personnel from the client agency with regards to policy issues and/or legislative issues affecting the client agency.

5) The intern, if eligible, may participate in activities allowable under the Third Year Practice program under the supervision of section attorneys, as deemed appropriate.

CONTACT PERSON – person to whom cover letters should be addressed
John W. Congleton
Assistant Attorney General
North Carolina Department of Justice
Post Office Box 629
Raleigh, North Carolina 27602

If you have any questions regarding the Division of Motor Vehicles Section, you may contact the section at (919) 716-6650.

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
EDUCATION SECTION

ELIGIBILITY: rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: Attorneys in the Education Section represent The University of North Carolina and its constituent institutions, the State Board of Education, the Department of Public Instruction, the State Board of Community Colleges, the Department of Community Colleges, the North Carolina State Education Assistance Authority, and the North Carolina School of Science and Math. With respect to its University of North Carolina clients, the Education Section is primarily responsible for litigation. These lawsuits range from claims for breach of contract to alleged civil rights violations in a variety of judicial and quasi-judicial forums, including the Office of Administrative Hearings, state courts, federal courts and due process Committees in the individual constituent universities. Aside from their litigation responsibilities, Education Section attorneys serve as in-house counsel to the State Board of Education and the Department of Public Instruction. In that capacity, attorneys consult with agency officials and assist them with interpreting state statutes and drafting regulations and policies. The Education Section also provides advice and guidance to local educational agencies and boards as well as the general public. Finally, the Education Section also represents the State in criminal appellate matters.

INTERN DUTIES: Members of the Education Section attempt to provide their summer interns with a wide variety of educational experience. Interns will be assigned to work with individual attorneys on a case-by-case basis, with assignments including: identifying potential witnesses and interviewing those witnesses, drafting affidavits in support of motions, drafting motions to dismiss or for summary judgment, attending depositions, drafting discovery and/or drafting responses to discovery, conducting research and writing memoranda of law, attending and assisting with hearings in the Office of Administrative Hearings, state court or federal court, as well as researching and drafting responses to requests for opinions on interpretation of state education statutes.

IN THE PAST: Former interns in the Education Section have gained the following experience: conducting witness interviews, drafting motions to dismiss and motions for summary judgment, drafting deposition questions, drafting arguments for motions, drafting discovery and responses to discovery, drafting trial briefs, drafting jury voir dire questions, drafting jury instructions, drafting petitions for judicial review, drafting opinion letters, drafting pleadings, drafting criminal appellate briefs, participating in attorney strategy sessions, and attending depositions, hearings, trials, and meetings.

BENEFICIAL EXPERIENCES: Interns in the Education Section will benefit from learning practical skills that will help them in their future practice of law. Interns will see the application of law school concepts to the actual practice of law. Interns will be able to hone their career interests by gaining exposure to various legal issues, by gaining exposure to multiple legal tribunals, and by interacting with multiple clients.

CONTACT PERSON – Person to whom cover letters should be addressed:

Sandra Dixon
North Carolina Department of Justice
Post Office Box 629
Raleigh, NC 27602

Cover letter and resume should be e-mailed to sdixon@ncdoj.gov

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
ELECTIONS SECTION

ELIGIBILITY: Rising 2L or 3L

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Elections Section is made up of one attorney who works with other attorneys in the Attorney General's Office in representing the State Board of Elections. Local elections will be conducted for numerous offices in 2012, so this will be a particular focus of the Section's work. In addition, the Section has ongoing cases in state and federal courts involving campaign finance, elections administration and redistricting issues.

INTERN DUTIES: Interns typically assist in research, drafting memoranda on elections issues and drafting briefs in uncomplicated criminal appeals. Interns are encouraged to attend meetings, hearings and court arguments involving issues arising in this other Sections. In addition, interns may assist in drafting complaints for collecting civil penalties assessed against political committees. Interns are also asked to assist in the less exciting, but important tasks, of organizing research, discovery and other files in cases involving complex civil litigation. Interns must be able to separate their personal political biases from their work in this position.

IN THE PAST: Interns have enjoyed attending arguments in court, attending administrative hearings and preparing criminal appellate briefs.

BENEFICIAL EXPERIENCES: Interns have indicated that their writing experiences were helpful as they continued their legal careers. In addition, most have found the cases handled by the Elections Section to be interesting. This is a growing specialty area in the law; the Section provides an intern with an opportunity to determine whether he or she wishes to pursue a career in this area of public service.

CONTACT PERSON – Person to whom cover letters should be addressed:

Alexander Peters
Senior Deputy Attorney General
North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to apeters@ncdoj.gov

N.C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
ENVIRONMENTAL DIVISION

THOSE ELIGIBLE TO APPLY: rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

ADMINISTRATIVE SECTION

DESCRIPTION: The Administrative Section is part of the Environmental Division of the Attorney General's office. The Administrative Section provides legal services to boards and commissions of the Department of Environment and Natural Resources (DENR). The Section also administers the Attorney General's Environmental Enhancement Grant (EEG) Program and provides legal support for DENR's Collections Program. Representation includes all aspects of civil and administrative litigation, legal advice-giving, and rule-making. The types of litigation include administrative contested cases, injunction cases, collection actions, judicial reviews, appeals, as well as environmental civil actions initiated by or against the State or its agencies in State or federal court. Additionally, the Administrative Section's attorneys represent the State in criminal appellate cases and represent DENR, as the employer, in personnel cases arising under State and federal law.

AIR AND NATURAL RESOURCES SECTION

DESCRIPTION: The Air and Natural Resources Section is a part of the Environmental Division of the Attorney General's Office. The Air and Natural Resources Section represents the Divisions of Air Quality, Coastal Management, Marine Fisheries, Parks and Recreation, and Water Resources of the Department of Environment and Natural Resources (DENR), the state's primary environmental regulatory agency. The Section also represents the North Carolina Forest Service of the Department of Agriculture and Consumer Services, and the Geodetic Survey of the Department of Public Safety. Representation includes all aspects of civil and administrative litigation, legal advice, and representation during commission meetings. The types of litigation include administrative contested cases, civil injunctive actions, and judicial reviews, as well as environmental civil actions initiated by or against the State or its agencies in state or federal court. The section's attorneys also represent the State in criminal appellate cases and represent the State as an employer in personnel actions under the State Personnel Act.
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WATER AND LAND SECTION

DESCRIPTION: The Water and Land Section is a part of the Environmental Division of the Attorney General's Office. The Water and Land Section represents the Division of Water Quality, Division of Land Resources, and Division of Water Resources – Public Water Supply Section of the Department of Environment and Natural Resources (DENR), the state's primary environmental regulatory agency. Representation includes all aspects of civil and administrative litigation, and legal advice-giving. The types of litigation include administrative contested cases, civil injunctive actions, and judicial reviews, as well as environmental civil actions initiated by

or against the State or its agencies in state or federal court. The Water and Land Section is involved in issues concerning water quality, erosion and sedimentation control, mining, dam safety and public water systems. The section's attorneys also represent the State in criminal appellate cases and represent the State as an employer in personnel actions under the State Personnel Act.

WASTE MANAGEMENT SECTION

DESCRIPTION: The Waste Management Section is a part of the Environmental Division of the Attorney General's Office. The Waste Management Section provides legal representation to the Division of Waste Management of the Department of Environment and Natural Resources (DENR), the state's primary environmental regulatory agency. The Division of Waste Management includes the following sections and programs: Hazardous Waste Section (includes RCRA Program), Solid Waste Section (includes landfills, septage programs, open dumps, compost facilities, scrap tire Programs), Superfund Section (includes Inactive Sites Program and Dry-Cleaning "DSCA" Program), Brownfield Program, and Underground Storage Tank Section (includes enforcement of, among other things, petroleum-related contamination from all sources, and oversight of the Federal and State Trust Fund programs). Representation includes all aspects of civil and administrative litigation, legal advice-giving, and rule-making. The types of litigation include administrative contested cases, civil injunctive actions, civil cost recovery actions, and judicial reviews, as well as environmental civil actions initiated by or against the State or its agencies in state or federal court. The section's attorneys also represent the State in criminal appellate cases and represent the State as an employer in personnel actions under the State Personnel Act.

INTERN DUTIES: Interns will assist attorneys by conducting research and writing memoranda of law, drafting documents for administrative contested cases, injunctive actions, judicial review and other litigation and non-litigation matters, and attend conferences, client meetings and hearings.

IN THE PAST: Past interns have researched both environmental and criminal issues; drafted motions, settlement agreements, hearing briefs, and discovery requests; and attended client meetings, depositions, settlement meetings, and hearings. Examples of the activities of interns certified by the Bar to practice under supervision include handling a summary judgment motion hearing in superior court and conducting direct examination in an administrative hearing.

BENEFICIAL EXPERIENCES: Working in the Environmental Division allows interns to gain practical experience, improve their legal research and writing skills, and learn more about the field of environmental law.

CONTACT PERSONS - Person to whom cover letters should be addressed:

ADMINISTRATIVE SECTION
Phillip Reynolds, Assistant Attorney General (preynolds@ncdoj.gov)

AIR AND NATURAL RESOURCES
Michael Bulleri, Assistant Attorney General (Mbulleri@ncdoj.gov)

WATER AND LAND SECTION
Carolyn McLain, Assistant Attorney General (CMcLain@ncdoj.gov)

WASTE MANAGEMENT SECTION
Teresa Townsend, Assistant Attorneys General (ttownsend@ncdoj.gov)

North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to the appropriate section contact person.

N.C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
HEALTH AND PUBLIC ASSISTANCE SECTION

ELIGIBILITY: Rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Health and Public Assistance Section of the Attorney General's Office advises and represents the state agencies that administer public health and public assistance programs, such as: Medicaid, TANF, Food Stamps, communicable disease control, restaurant sanitation, wastewater sanitation, adult protective services and programs for the aging, child support enforcement, child abuse and neglect, asbestos removal, public health preparedness for biological, nuclear or chemical terrorism, lead poisoning of children, autopsies, health statistics, the state laboratory and vital records. The section also represents the State in criminal appellate matters.

INTERN DUTIES: Interns will assist section staff by researching and writing memoranda and by drafting briefs. Interns will also be invited to join in discussions about litigation strategy and formulation of advice to the client agencies. Interns often are included in meetings and policy discussions with clients.

IN THE PAST: Interns have attended depositions and hearings; have compiled and summarized legislation or case law from other states in order to give our clients a national perspective on a pressing issue in this state; have assisted in the drafting of proposed legislation; have assisted in drafting portions of appellate briefs; and have assisted in preparing administrative documents in administrative cases.
The section makes a real effort to help the intern get out of the office from time to time; our attorneys always keep the interns in mind when they have appointments, meetings, training presentations, etc.

Interns in our section have the opportunity to work with a number of different attorneys in a number of areas of law. Our section is very congenial, and we try to make our interns feel like part of our cohesive group. Our interns often stay in touch after the internship is over.

Our 2006 intern did extensive research of corporate records of a well-known restaurant chain. She determined that numerous restaurants in the chain had changed ownership without notifying NC public health authorities in accordance with state regulations. She drafted letters to the restaurants' corporate attorneys regarding applicable regulations and legal steps to be taken. She also assisted with preparation for a complicated hearing on North Carolina's immunization requirements. She did research on Medicaid laws and regulations, assisting our Medicaid attorneys on specific issues and questions.

Our 2007 intern had a long-term project and a number of short-term ones that enabled her to work with several of our attorneys. She did an important project that involved researching the definition of "homeless," as used in the federal McKinney-Vento Act, to see which states were interpreting the Act to include foster children. She also contacted national organizations to

discuss future clarifications in this legislation. Our 2007 intern also updated the statute section of one of our section's "Legal Aspects" manual to reflect the year's legislative changes. She attended at least one hearing; a day of CLE with one of our attorneys; a day of mediation training with an attorney; and helped prepare documents for court proceedings, including hearings.

One of our 2008 interns researched safe-surrender laws, helped tremendously in preparing for a federal audit of state use of federal money; assisted with training classes; and did research on confidentiality laws.
Our other 2008 intern worked with Medicaid attorneys on an array of complex issues. He also assisted extensively with preparing a difficult criminal brief; administrative documents; and worked with many different attorneys. He participated in numerous client advice and policy discussions. This individual enjoyed his experience so much that he returned to us for an externship in early 2009.

BENEFICIAL EXPERIENCES: If a student has a particular interest in a public health or social services issue, we will attempt to accommodate that interest by assigning projects in that subject area. Other students will benefit from work in the Health and Public Assistance Section because it is a large and diverse section, and it, therefore, offers an opportunity to experience a broad array of issues and an opportunity to work with a number of different attorneys. This would give the student an excellent opportunity to explore a possible career in the public sector.

CONTACT PERSON – Person to whom cover letters should be addressed
Mabel Y. Bullock
Special Deputy Attorney General
North Carolina Department of Justice
9001 Mail Service Center
Raleigh NC 27699-9011

Cover letter and resume should be e-mailed to mbullock@ncdoj.gov

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE

HUMAN SERVICES/MEDICAL FACILITIES SECTION – MEDICAL FACILITIES SUBSECTION

ELIGIBILITY: rising 2L or 3L in law school

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Medical Facilities Subsection is part of the Human Services/Medical Facilities Section of the Administrative Division of the Attorney General's Office. The subsection advises and represents the Division of Health Service Regulation on a variety of health care issues including the following: the licensure and certification of health care facilities; the investigation of allegations of patient abuse; the assurance that all citizens have access to quality emergency medical care; and, the issuance of certificates of need. The subsection also represents the State in employment law issues involving employees of state facilities, and represents the State in criminal appellate matters.

INTERN DUTIES: Interns will be assigned to work with attorneys on a case by case basis with assignments which include the following: drafting pleadings, motions, discovery, and trial and appellate briefs; interviewing witnesses; preparing trial notebooks; conducting research and writing memoranda of law; and, attending meetings, mediations, depositions, and hearings.

BENEFICIAL EXPERIENCES: Working in the Medical Facilities Subsection allows interns to observe all aspects of the practice of administrative law. Interns will experience litigation in the Office of Administrative Hearings and observe the attorney/client relationship between an agency and the AG's office.

CONTACT PERSON – Person to whom cover letters should be addressed
Bethany Burgon, Assistant Attorney General
Derek Hunter, Assistant Attorney General
North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to bburgon@ncdoj.gov and dhunter@ncdoj.gov.

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
HUMAN SERVICES/MENTAL HEALTH

ELIGIBILITY: Rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Mental Health Subsection is part of the Human Services/Medical Facilities Section of the Administrative Division of the Attorney General's Office. The subsection represents the Division of Mental Health/Developmental Disabilities/Substance Abuse Services, Division of Child Development and Early Education, as well as the Division of Blind Services and the Division of the Deaf and Hard of Hearing. The subsection is involved in malpractice cases, federal civil rights litigation, personnel cases, licensure appeals in administrative court, as well as criminal appeals. On a day to day basis, the attorneys in this section give general legal advice to the agencies they represent.

INTERN DUTIES: Interns will be assigned to work with attorneys on a case by case basis. This work might include: interviewing witnesses, helping to draft documents, research, and preparation of trial materials.

IN THE PAST: Rising 3L interns have prosecuted involuntary civil commitment cases in the District Court of Wake County. Interns have drafted criminal case appellate briefs to the North Carolina Court of Appeals.

BENEFICIAL EXPERIENCES: Interns in this section develop good research and writing skills that follow them throughout their career. Interns also are given the opportunity to interview and prepare witnesses.

CONTACT PERSON - Person to whom cover letters should be addressed:

Alexandra Gruber
Assistant Attorney General
North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to agruber@ncdoj.gov.

N.C. DEPT. OF JUSTICE – ATTORNEY GENERAL'S OFFICE
INSURANCE SECTION

THOSE ELIGIBLE TO APPLY: rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

SECTION DESCRIPTION: The Insurance Section of the Department of Justice provides litigation representation to the Department of Insurance, the Department of the Secretary of State and to the Office of the State Auditor. Section attorneys also provide advice and litigation representation to the Rural Electrification Authority. Section attorneys provide advice and litigation representation to the Boards and Commissions affiliated with the Office of the State Fire Marshal of the Department of Insurance.

The Section's litigation work for the Department of Insurance includes appearances in State and (less often) Federal courts. The Section's litigation work for the Department of Insurance includes contested administrative hearings before Department of Insurance Hearing Officers or before the Boards and Commissions affiliated with the Office of the State Fire Marshal.

The Section's litigation work for the Secretary of State includes appearances in State and Federal courts and contested administrative hearings at the Office of Administrative Hearings.

The Section's litigation work for the Office of the State Auditor includes appearances in State courts.

The Section's litigation work for the Rural Electrification Authority includes appearances in Federal court arising out of the extensive federal regulation of telecommunications.

The Section's attorneys represent the State in briefing and arguing criminal appeals in North Carolina appellate courts and represent client agencies in contested personnel proceedings at the Office of Administrative Hearings and in State or Federal Courts.

The intern or interns selected will be assigned to work with individual Section attorneys on a case-by-case basis. It is anticipated that the work will involve research projects in the areas of law regulated or enforced by the Section's client agencies, criminal law or personnel law. The intern or interns may also be asked to assist attorneys in the preparation of cases for hearing. The intern or interns can expect to have the opportunity to observe administrative hearings, court hearings and client meetings.

CONTACT PERSON - Person to whom cover letters should be addressed:
Daniel S. Johnson
Special Deputy Attorney General
North Carolina Department of Justice
P.O. Box 629
Raleigh, NC 27602-0629
Cover letter and resume should be e-mailed to djohnson@ncdoj.gov.

N.C. DEPT. OF JUSTICE – **NORTH CAROLINA JUSTICE ACADEMY**
LEGAL SECTION

ELIGIBILITY: Rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The North Carolina Justice Academy is a division of the North Carolina Department of Justice. Created in 1973, the Academy's enabling legislation establishes its duties as providing training programs for criminal justice personnel, providing technical assistance upon request to criminal justice agencies to aid them in the discharge of their responsibilities and developing, publishing and distributing educational and training materials. Program areas for these services are defined through the centers of the Training Division: Commission/In-service Center, Law Enforcement Leadership Center, Tactical/Traffic Center, Investigations Center and Legal. In addition, the Support Division operates the Learning Resource Center, conducts research, produces videos and provides other graphic and printing services, coordinates institutional development, and supports the campuses as a training environment for Academy courses as well as those of other state and local agencies.

The western campus which is located in Edneyville provides classrooms, a dormitory, a gymnasium, an indoor firing range with 12 lanes for pistol/shotgun/rifle fire, a cafeteria, and large field with a ¼-mile running/walking track. The Academy's eastern campus is located in Salemburg and includes dormitories, a cafeteria, an administration building, a support services building, a maintenance building, classroom buildings, a gymnasium, a learning resource center, firearms ranges, a driving track and other practical exercise areas.

The mission of the North Carolina Justice Academy is to improve the quality and effectiveness of criminal justice services to the citizens of North Carolina through research, education, training, and support for criminal justice and related personnel. The Legal Section of the North Carolina Justice Academy was created to provide a group of attorneys who specialize in criminal law and procedure who are committed to training law enforcement officers.

The Legal Section develops training materials for statewide use, answers technical assistance questions for law enforcement and conducts trainings in specialized legal areas on both of the Academy's campuses as well as on site at various agencies and training facilities throughout the State.

INTERN DUTIES: In addition to traditional intern duties, interns will assist attorneys in legal research and writing involving legal memoranda, lesson plans and resource guides. They also will assist in reviewing and abstracting current case law of interest to law enforcement. The internship position would be located at the Academy’s western campus in Edneyville, but there may be some travel to east campus or DOJ in Raleigh.

IN THE PAST: Past interns have co-authored statutory resource guides, have assisted in abstracting legislative updates, and have attended the Police Law Institute.

BENEFICIAL EXPERIENCES: Working in the Legal Section allows interns to improve their legal research and writing skills while participating in the preparation of documents for training all law enforcement officers in North Carolina. Interns have the opportunity to assist in development that may impact the way law enforcement is trained on legal issues statewide.

CONTACT PERSON - Person to whom cover letters should be addressed:

Tami Warren
North Carolina Justice Academy
P.O. Box 99
Salemburg, NC 28385
Cover letter and resume should be e-mailed to twarren@ncdoj.gov .

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
LABOR SECTION

ELIGIBILITY: rising 2nd or 3rd year Law Students

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Labor Section of the Department of Justice provides legal advice and representation to the North Carolina Department of Labor. Areas of representation include occupational safety and health, wage and hour, elevator and amusement devises, and employment discrimination under the State REDA law. Additionally, the attorneys represent the State in criminal appeals and represent the State as an employer in personnel actions under the State Human Resources Act and federal employment discrimination laws.

INTERN DUTIES: Typical duties for interns in this Section include research projects in the area of occupational safety and health, wage and hour, employment law and criminal law. Interns may also be asked to assist attorneys in the preparation of cases for administrative hearings or court proceedings and may have the opportunity to observe administrative board proceedings, administrative hearings, court proceedings and oral arguments at the appellate courts.

IN THE PAST: Past assignments include representing the Department of Labor in an OSH case under the State Bar third year practice provisions; preparing a draft response to an EEOC charge; drafting complaints; drafting a criminal brief; preparing drafts of direct exam questions for compliance officers; interviewing witnesses; working on CLE materials; and researching issues on various topics.

BENEFICIAL EXPERIENCES: Research assignments often require "thinking outside of the box" and using non-traditional research options such as federal agency opinion letters. Interns are provided an opportunity to review and discuss proposed citations with OSH compliance officers and participate in evaluating inspection reports to determine whether there is sufficient evidence to support the violations alleged. Interns are provided an opportunity to attend meetings with the clients to discuss actual and potential litigation.

CONTACT PERSON – Person to whom cover letters should be addressed:

Victoria Voight
Special Deputy Attorney General
N.C. Department of Justice
Post Office Box 629
Raleigh, North Carolina 27602-0629
Telephone (919) 716-6680

Cover letter and resume should be e-mailed to vvoight@ncdoj.gov.

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
LAW ENFORCEMENT LIAISON SECTION

ELIGIBILITY: Rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: To assist attorneys in this Section in representing their five assigned agencies and commissions: N.C. Criminal Justice Education and Training Standards Commission; N.C. Sheriffs' Education and Training Standards Commission; Company and Campus Police Program; SBI and Crime Lab; and the North Carolina Alcohol Beverage Control Commission.

INTERN DUTIES: Assist attorneys in the preparation of administrative hearings and attend the hearings in which you have an interest.

Draft publications on various topics for distribution at law enforcement conferences. Accompany Law Enforcement Liaison Section attorneys to meetings and conferences. Some of the past conferences and meetings the interns have attended during the summer have included: N.C. Police Attorneys; K-9 Issues Conference; Sheriffs' Conference; Police Chiefs and Police Executives Conference; and N.C. District Attorneys meeting.

Gain thorough knowledge of several North Carolina General Statutes to include Chapter 14 (criminal) and Article 27A (sex offender registry) by revising publications and answering questions from the public and law enforcement community.

BENEFICIAL EXPERIENCES: Interns will receive practical experience in the drafting of discovery documents and the application of North Carolina criminal laws to specific scenarios. Interns will also have numerous opportunities to assist the attorneys in interviewing witnesses as part of trial preparation.

CONTACT PERSON – Person to whom cover letters should be addressed:

Cathy Jordan
Assistant Attorney General
North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to cjordan@ncdoj.gov.

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
MEDICAID INVESTIGATIONS DIVISION – CIVIL ENFORCEMENT

ELIGIBILITY: rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Medicaid Investigations Division is a law enforcement division within the North Carolina Department of Justice responsible for the investigation and prosecution of Medicaid providers who commit fraud, patient physical abuse, and the embezzlement of patient funds. The Division includes attorneys, SBI agents, and financial investigators. The Division investigates ambulance companies, doctors, dentists, drug manufacturers, hospitals, nurses, nurse aides, home care aides, home care providers, laboratories, long term care facilities, medical equipment providers, pharmacists, and other health care providers. The Division works with District Attorneys on the State level and with the United States Attorneys' Offices, Federal Bureau of Investigations, Office of Inspector General, Internal Revenue Service, and other Federal agencies on the Federal level. The Division also pursues cases under the Federal and State civil false claims acts.

INTERN DUTIES: The intern will perform legal research and provide support and assistance to the division's civil enforcement attorneys and investigators in all aspects of pending State and Federal civil investigations and litigation. Activities will include case analysis, researching law, writing legal memoranda, assisting in the drafting of legal documents, assisting with discovery, and accompanying attorneys to hearings, depositions, and meetings. The intern may, but is not required to, accompany investigators during interviews and other field investigations.

IN THE PAST: In 2009, the MID intern assisted in the drafting of the North Carolina False Claims Act, which was enacted by the General Assembly and became effective January 1, 2010. Interns have had numerous opportunities to attend both Federal and State court proceedings.

BENEFICIAL EXPERIENCES: This is the perfect opportunity for a law student interested in a career in False Claims Act or health care law practice. There is vast exposure to practical applications of the law in both areas.

CONTACT PERSON – Person to whom cover letters should be addressed:

Daniel Spillman
Assistant Attorney General
5505 Creedmoor Road, Suite 300
Raleigh, North Carolina 27612

Cover letter and resume should be e-mailed to dspillman@ncdoj.gov.

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
MEDICAID INVESTIGATIONS DIVISION – CRIMINAL ENFORCEMENT

ELIGIBILITY: rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Medicaid Investigations Division is a law enforcement division within the North Carolina Department of Justice responsible for the investigation and prosecution of Medicaid providers who commit fraud, patient physical abuse, and the embezzlement of patient funds. The Division includes attorneys, SBI agents, and financial investigators. The Division investigates ambulance companies, doctors, dentists, drug manufacturers, hospitals, nurses, nurse aides, home care aides, home care providers, laboratories, long term care facilities, medical equipment providers, pharmacists, and other health care providers. The Division works with District Attorneys on the State level and with the United States Attorneys' Offices, Federal Bureau of Investigations, Office of Inspector General, Internal Revenue Service, and other Federal agencies on the Federal level. The Division also pursues cases under the Federal and State civil false claims acts.

INTERN DUTIES: The intern will perform legal research and provide support and assistance to the division's prosecutors and investigators in all aspects of pending State and Federal criminal investigations and prosecutions. Activities will include case analysis, researching law, writing legal memoranda, assisting in the drafting of legal documents, and accompanying attorneys to trials, hearings, and meetings. The intern may, but is not required to, accompany investigators during interviews and other field investigations.

IN THE PAST: Interns have worked on multi disciplinary teams developing course materials for law enforcement. Interns have had numerous opportunities to attend both Federal and State court proceedings.

BENEFICIAL EXPERIENCES: This is the perfect opportunity for a law student interested in a career in either criminal law or health care law. There is vast exposure to practical applications of the law in both areas.

CONTACT PERSON – Person to whom cover letters should be addressed:

Daniel Spillman
Assistant Attorney General
5505 Creedmoor Road, Suite 300
Raleigh, North Carolina 27612

Cover letter and resume should be e-mailed to dspillman@ncdoj.gov.

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
PROPERTY CONTROL SECTION

ELIGIBILITY: rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Property Control Section advises the Department of Administration which includes the agencies which do the State's business: the State Property Office buys, sells and leases all of the State's property except for highway rights of way; the State Construction Office oversees the construction and renovation of all of the State's buildings; and, the Division of Purchase and Contract oversees the purchasing of most of the State's personal property. This section is responsible for advising all agencies of the Department of Administration and for all litigation for the Department. In addition, the attorneys in this section provide daily advice to the Department on property, construction, contract and other matters. The intern assigned to this section will work with attorneys in preparation for litigation, in reviewing and reporting on real estate transactions and in reviewing and commenting on contract matters.

CONTACT PERSON - Person to whom cover letters should be addressed
Don Teeter
Special Deputy Attorney General
North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to drteeter@ncdoj.gov.

N.C. DEPARTMENT OF JUSTICE – ATTORNEY GENERAL'S OFFICE
REVENUE SECTION

THOSE ELIGIBLE TO APPLY: rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Revenue Section of the Department of Justice advises the Secretary of Revenue on all legal matters arising under the Revenue Act or relating to the Department of Revenue. It furnishes oral advice and written opinions upon questions involving the administration and collection of State taxes. The Section represents the Department of Revenue in all courts with respect to suits brought for the refund of taxes, represents the Department in administrative hearings and defends the Department's claims in federal court under the Bankruptcy Act. The Section often provides written opinions to legislators, State and local officials and others with respect to tax questions and general revenue matters. It also represents the State in criminal appeals to the Court of Appeals and to the Supreme Court.

PROJECT OBJECTIVE: The intern will assist attorneys with legal matters related to the Department of Revenue and criminal appeals. The Section will provide practical legal experience that will enhance the development of the intern's legal career.

MAJOR TASKS: Interns will work with individual attorneys on a case-by-case basis and will be given a variety of assignments including: conducting legal research; drafting of pleadings, motions, affidavits, discovery requests and responses; drafting of research memoranda and opinions; and drafting of trial and appellate briefs and memoranda. The intern may assist and accompany attorneys to client meetings, depositions, hearings, and oral arguments. He or she may also have the opportunity to obtain a unique understanding of the North Carolina legislative process by monitoring revenue related bills as they advance through the General Assembly and by attending corresponding legislative committee meetings. The Section Head may also assign special projects that will benefit the agency and enhance the intern's overall experience with the Department of Justice.

PROJECT OR OUTCOME: The intern will have successfully completed a variety of legal projects related to the Department of Revenue and criminal appeals. He or she will have also gained valuable legal experience that will enhance his or her legal career.

CONTACT PERSON - Person to whom cover letters should be addressed
Kay Linn Miller Hobart, Special Deputy Attorney General
Tenisha Jacobs, Assistant Attorney General
North Carolina Department of Justice
Post Office Box 629
Raleigh, NC 27602-0629

Cover letter and resume should be e-mailed to khobart@ncdoj.gov and tjacobs@ncdoj.gov .

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
SERVICES TO STATE AGENCIES SECTION

ELIGIBILITY: Rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Administrative Division of the Attorney General's Office is divided into five sections which provide legal representation to various state agencies. Within the Division, the Services to State Agencies Section is the principal legal advisor to a number of State agencies or agency components, including the Office of the Commissioner of Banks, the Administrative Office of the Courts, the Division of Juvenile Justice and Delinquency Prevention, the Department of Agriculture, the Department of Commerce, Legislative Services, the Department of Cultural Resources, the North Carolina Global TransPark Authority, the Department of State Treasurer, the State Health Plan, the Office of State Personnel, the State Personnel Commission, the Office of the State Controller, the Office of the State Chief Information Officer and the Wildlife Resources Commission. The Section, also, provides legal services to a number of occupational licensing boards and commissions, including the Board of Barber Examiners, the Board of Cosmetic Arts Examiners, the Board of Hearing Aid Dealers and Fitters, the Board of Mortuary Science, and Board of Opticians, the Licensed Professional Counselors Board, the CPA Board and the Psychology Board. In addition to serving these clients, the Section provides legal advice to local government agencies through oral and written opinions to city and county attorneys, registers of deeds and other local elected officials.

INTERN DUTIES: The Services to State Agencies Section is one of the largest sections and provides interns with a broad based, diverse, interactive experience. Work areas include: civil rights, employment law, constitutional law, banking, retirement law, health care law, cultural resources, agriculture, legislative drafting, industrial recruitment, intellectual property, collections and licensing boards.

IN THE PAST: Past interns have participated in the areas of practice that have been most attractive to them. The State Agencies Section represents a broad swath of state government. Both litigation (e.g.: administrative, state, federal and appellate) and transactional (e.g.: industrial recruitment, intellectual property) work are available to an intern. Past interns have worked on the N.C. Bill of Rights case, the temporary employees' lawsuit, Advance America, etc.

BENEFICIAL EXPERIENCES: Exposure to a broad range of State Agency clients and diverse practice areas allows an intern to discover what areas of the law really excite them.

CONTACT PERSON – Person to whom cover letters should be addressed
Grady L. Balentine, Jr., Special Deputy Attorney General
North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to gbalentine@ncdoj.gov.

N.C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
OFFICE OF THE SOLICITOR GENERAL

THOSE ELIGIBLE TO APPLY: rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Solicitor General is responsible for ensuring the quality and consistency of appellate advocacy for the State in civil appeals. The Office of the Solicitor General handles the briefing and argument of civil appeals that have a broad impact on the State, such as cases in which the constitutionality of a statute is challenged, or that have a significant monetary effect on the State. Additionally, the Office of the Solicitor General reviews and edits all civil appellate briefs filed by the State and all advisory opinions prepared by the Attorney General's Office. In conjunction with the General Counsel and Chief Deputy Attorney General, the Office of the Solicitor General evaluates all requests that North Carolina serve as *amicus curiae* in matters before the United States Supreme Court and all federal and state appellate courts.

PROJECT OBJECTIVE: To assist attorneys in legal research and writing of briefs before federal and state appellate courts.

MAJOR TASKS: Assisting appellate attorneys in researching and writing appellate briefs, as well as Attorney General opinions. In past years, this position has included the drafting of petitions for writ of certiorari and briefs before the United States Supreme Court.

PROJECT OR OUTCOME: Assistance to attorneys in their handling of appellate briefs.

CONTACT PERSON - Person to whom cover letters should be addressed
Ms. Denise Mazza
Office of the Solicitor General
North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to dmazza@ncdoj.gov.

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
SPECIAL LITIGATION DIVISION

ELIGIBILITY: rising 2L or 3L students

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The primary purpose of the Special Litigation Section is to provide in-house capability for the Attorney General to conduct or manage novel, complex, or protracted litigation, designated by the Attorney General as "Project Litigation," that otherwise would (a) unduly burden staff regularly assigned to provide legal services to a particular State agency or function and (b) frequently require the hiring of outside counsel. Examples of some of the litigation currently being handled by the section include congressional/legislative redistricting, school finance, the Bill of Rights and State Health Plan. The Section also represents the State in criminal appellate matters.

INTERN DUTIES: Interns can anticipate assignments which may include the following duties: researching state and federal law for use in pending or anticipated litigation and appellate briefs; drafting of pleadings, motions, discovery requests/responses and briefs; reviewing discovery responses; and, accompanying attorneys to depositions, hearings, trials and oral arguments.

IN THE PAST: Interns have: researched and written memoranda on a variety of novel legal topics in a state and federal courts; drafted motions; conducted evidentiary investigations and assisted in the preparation for hearings and oral arguments; attended hearings and arguments conducted by section attorneys; and written briefs in criminal cases;

BENEFICIAL EXPERIENCES: Interns benefit from their involvement in all levels of active cases and from the guidance of experienced attorneys on a broad range of topics impacting our State, our laws and constitution and/or our budget.

CONTACT PERSON – Person to whom cover letters should be addressed:

Melissa Trippe, Special Deputy Attorney General
North Carolina Department of Justice
Post Office Box 629
Raleigh, NC 27602-0629

Cover letter and resume should be e-mailed to mtrippe@ncdoj.gov

N.C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
SPECIAL PROSECUTIONS SECTION

THOSE ELIGIBLE TO APPLY: rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: Pursuant to N.C.G.S. § 114-11.6, the Special Prosecutions Section was established to assist the District Attorney's Offices throughout the state in the prosecution of criminal cases when requested to do so by a District Attorney and the Attorney General approves. This section also serves as legal adviser to the State Bureau of Investigation. Interns in this section will assist lawyers in the section prepare criminal cases for trial by responding to and filing pretrial motions, handling discovery, securing the attendance of necessary witnesses and any other task necessary to the appropriate disposition of criminal trial cases. Also in the criminal law area, interns will assist, as needed, with postconviction motions for appropriate relief, criminal appeals, conducting research necessary to advise SBI agents in the performance of their duties and any special projects assigned by the section supervisor. In civil matters, the lawyers in this section represent SBI agents and other public officials (the Governor, Attorney General, Supreme Court, Court of Appeals and trial court judges, District Attorneys, magistrates, clerks of court) when sued for acts committed in their official capacity. Interns will assist in preparing responsive pleadings and performing any other task necessary to the appropriate disposition of civil cases.

Project Objective: Assist section lawyers with legal research; preparation or assistance in preparation of clear and concise pleadings, motions, supporting memoranda of law and responses related to civil and criminal trial cases; preparation or assistance in preparation of clear and concise responses and motions related to postconviction motions for appropriate relief and federal habeas corpus proceeding; preparation or assistance in preparation of clear and concise appellate briefs.

CONTACT PERSON - Person to whom cover letters should be addressed:

David Adinolfi
Special Deputy Attorney General
North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to dadinolfi@ncdoj.gov.

N.C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
TORT CLAIMS SECTION

THOSE ELIGIBLE TO APPLY: rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The attorneys and staff of the Tort Claims Section provide the defense for each State agency against negligence claims filed pursuant to N.C. Gen. Stat. § 143-291, *et seq*., as well as other attendant negligence actions filed in the General Courts of Justice, State appellate courts, and federal courts. These claims range from minor personal injury and property matters to complex litigation, including medical malpractice, environmental, and engineering claims. Members of the section receive, investigate, and evaluate claims in anticipation of litigation, as well as alternate dispute resolution actions and settlement endeavors. In certain circumstances, the attorneys of the section also provide a defense to negligence actions as prescribed by the Defense of State Employees Act, N.C. Gen. Stat. § 143-300.2, *et seq*. Section attorneys also represent the State before the North Carolina Appellate Courts in criminal appeals.

INTERN DUTIES: Interns will work with individual attorneys on a variety of cases. Selected candidates will be provided the opportunity to engage in all manners of litigation related duties, including: investigation of claims, legal research, crafting of responsive pleadings, developing written discovery, attending depositions, participating in mediation, witness preparation, trial and appellate work, and extensive brief writing.

CONTACT PERSON - Person to whom cover letters should be addressed
Staci Meyer, Special Deputy Attorney General
Tort Claims Section
North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to stmeyer@ncdoj.gov

N. C. DEPT. OF JUSTICE - TRAINING AND STANDARDS DIVISION

NC SHERRIFFS' EDUCATION AND TRAINING STANDARDS

ELIGIBILITY: Highly motivated undergraduate in a 2-yr or 4-yr Criminal Justice Degree Program.

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: This Division administers all programs as staff to the North Carolina Sheriffs' Education and Training Standards Commission, to include the regulation of all North Carolina sheriffs in ensuring their deputy sheriffs, detention officers, and telecommunicators meet and maintain the minimum standards for employment, training, and certification. The Division oversees the commission-mandated Detention Officer and Telecommunicator Certification Courses. This includes the regulation of Community Colleges, the North Carolina Justice Academy, and local agencies in their delivery of those commission-mandated course-offerings. Instructors teaching in these courses are also subject to regulation and certification by the Division. The Division also administers a Professional Certificate and Service Award program to award justice officers for their experience, training and service in law enforcement and detention. The Division staffs the Commission at its quarterly meetings, any committee meetings, and represents the Commission's interests in other venues. The Division provides technical assistance to many agencies in the criminal justice system to aid them in the discharge of program participation and responsibilities. The Division is also empowered to compile data, develop reports, identify needs and perform research relevant to the improvement of these agencies.

INTERN DUTIES: This internship will perform numerous duties in assisting the Division to maintain certification files for all deputies, detention officers, and telecommunicators, as well as, accreditation files for delivery systems, instructor certification files, and all records related to the business of the Commission. Assignment of duties will expose intern to the full scope of Commission regulations.

IN THE PAST: Attend Commission meetings, administrative hearings.

BENEFICIAL EXPERIENCES: Working in the Sheriffs' Standards Division allows interns to be exposed to regulations governing the Sheriffs' Offices statewide.

CONTACT PERSON – Person to whom cover letters should be addressed:

Julia Lohman, Director
NC Dept of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to jlohman@ncdoj.gov.

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
TRANSPORTATION SECTION

ELIGIBILITY: Rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Transportation Section of the Attorney General's Office, includes 31 attorneys who concentrate in the following areas of law: eminent domain; construction; environmental, employment, outdoor advertising control, state contracting and procurement, issues relating to railroads, aviation, bicycles and other forms of transportation The attorneys also prepare appellate briefs in appeals resulting from criminal convictions. The section advises the North Carolina Department of Transportation and the North Carolina Turnpike Authority and represents the agency in administrative, state and federal courts, at both trial and appellate levels.

INTERN DUTIES: Summer interns may be asked to assist in the following tasks: research issues relating to transportation law; research issues relating to criminal appeals; assist in preparing memoranda of law and briefs in civil and criminal cases; help coordinate and prepare exhibits (including maps, photographs, videotapes and documentary exhibits) for mediation and trial; research and draft pre-trial motions, including affidavits in support of summary judgment motions; draft discovery and discovery responses; interview witnesses in preparation for trial; conduct title searches in county land records; research zoning uses and zoning changes for particular tracts of land in county offices; and any other tasks that may arise from the practice of transportation law.

IN THE PAST: In addition to the tasks outlined above, interns have had the opportunity to attend depositions, mediations, pre-trial hearings, and trials scheduled during the summer. They have worked with attorneys on particular cases to address legal and logistical issues that arise in the course of a lawsuit.

BENEFICIAL EXPERIENCES: Working the in transportation section allows interns to participate in both litigation and non-litigation representation of the client state agency.

CONTACT PERSON - Person to whom cover letters should be addressed:

Beth Leonard McKay, Special Deputy Attorney General
Scott T. Slusser, Special Deputy Attorney General
1505 Mail Service Center
Raleigh, NC 27699

Cover letter and resume should be e-mailed to bmckay@ncdoj.gov and sslusser@ncdoj.gov.

N. C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
VICTIMS AND CITIZENS SERVICES SECTION (VCS)

ELIGIBILITY: Rising 2L or 3L in Law School, or highly motivated undergraduate or graduate student

FUNDING STATUS: **Non-paid** internship

AWARENESS AND EDUCATION

DESCRIPTION: The Victims and Citizens Services Section provides educational and safety programs throughout the State of North Carolina. The outreach programs include: Internet Safety, Identity Theft, Consumer Scams and Fraud, Methamphetamine Abuse and Domestic Violence. Additionally, the section also acts as an information and referral resource for North Carolina consumers and crime victims.

ADDRESS CONFIDENTIALITY PROGRAM

DESCRIPTION: The Victims and Citizens Services Section is responsible for administering the Attorney General's Address Confidentiality Program (ACP). ACP provides victims of domestic violence, sexual assault, stalking and human trafficking with a substitute mailing address so they can keep their actual address secret from their abusers. The substitute address can be used when applying for, or receiving services from state or local government agencies in North Carolina.

OPEN GOVERNMENT

DESCRIPTION: Pursuant to N.C.G.S. 132 the Victims and Citizens Services Section of the Attorney General's Office assists citizens and local governments with open government issues. The Open Government Unit produced a Guide to Open Government. This Unit assists with mediating public records and open meetings disputes.

SPECIAL INITIATIVES

DESCRIPTION: The Victims and Citizens Services Section provides assistance with a variety of initiatives including: the Street Safe Task Force, Financial Literacy, Senior Fraud Task Force, Business Opportunities, Methamphetamine education, Frauds Against Seniors, and ID Theft.

INTERN DUTIES: Interns will be assigned to work with attorneys on a case by case basis. The projects will involve assisting with legal research, drafting pleadings, motions and criminal appellate briefs, and responding to crime victims. Additionally, interns will assist in the development of speeches, PowerPoint presentations and drafting outreach materials. Also, interns can anticipate the following duties: analyzing public policy issues, researching potential outreach initiatives and staffing committee meetings.

BENEFICIAL EXPERIENCES: Working in the Victims and Citizens Services Section provides the opportunity not only to work with government attorneys and draft legal pleadings, but also to interact with the business community, victims of crime, and public officials.

TO APPLY: Email cover letter and resume to Caroline Farmer, Deputy Director, Victims and Citizens Services at cfarmer@ncdoj.gov.

N.C. DEPT. OF JUSTICE - ATTORNEY GENERAL'S OFFICE
WORKERS' COMPENSATION SECTION

THOSE ELIGIBLE TO APPLY: rising 2L or 3L in Law School

FUNDING STATUS: **Non-paid** internship

DESCRIPTION: The Workers' Compensation Section is part of the Administrative Division of the Attorney General's Office. The Workers' Compensation Section acts as defense counsel for all departments, institutions and agencies of the State in legal actions brought pursuant to the Workers' Compensation Act, *N.C.G.S. §97-1 et seq*. in the North Carolina Industrial Commission, state and federal courts. The section also defends cases pursuant to the Salary Continuation Plan, *N.C.G.S. § 143-166.13 through § 143-166.20*.

Workers' Compensation Section attorneys are involved in extensive litigation. Claims range from minor injuries such as slip and fall, to specific traumatic injuries and injury-by-accident claims, to complex litigation, including occupational diseases (such as asbestosis and PTSD). The Section also represents the State in pursuing subrogation liens pursuant to *N.C.G.S. § 97-10.2*. All AGO attorneys prepare briefs in criminal appellate matters.

INTERN DUTIES: Interns will work with individual attorneys on a variety of cases. Selected candidates will be provided the opportunity to engage in all manners of litigation related duties, including: drafting pleadings, motions, discovery, medical narratives, settlement agreements, Industrial Commission forms, and trial and appellate briefs; identifying and contacting Third Party Adjusters and potential witnesses; conducting research and writing memoranda of law. Interns will also have the opportunity to attend mediations, witness interviews, depositions and trials with the attorneys.

BENEFICIAL EXPERIENCE: Because of the extensive amount of litigation involved in Workers' Compensation, interns will get experience in all aspects of litigating a claim from initial case analysis through appellate practice. Additionally, they will have the opportunity to hone their brief writing skills on both civil and criminal cases in the lower courts and the Court of Appeals.

CONTACT PERSON: Person to whom cover letters should be addressed:

Sharon Patrick-Wilson, Special Deputy Attorney General
Workers' Compensation Section
North Carolina Department of Justice
9001 Mail Service Center
Raleigh, NC 27699-9001

Cover letter and resume should be e-mailed to spwilson@ncdoj.gov.