

DC Internship Opportunities with CRS

The Community Relations Service was established by Title X of the Civil Rights Act of 1964. The agency serves as the Department's "peacemaker" for community conflicts and tensions arising from differences of race, color, and national origin. The Headquarters office, located in Washington, D.C., coordinates the efforts of 10 Regional Offices and four Field Offices. Regional Offices are located in: Boston, New York, Philadelphia, Atlanta, Chicago, Dallas, Kansas City, Denver, Los Angeles, and Seattle. Field Offices are located in Miami, Detroit, Houston, and San Francisco.

The Community Relations Service seeks motivated undergraduate, graduate, and law students to undertake internships. The Agency offers 4 different internship programs:

- *1. The Director's Internship Program- Washington, D.C.**
- *2. The General Internship Program- Washington, D.C. *
- *3. The Legal Internship Program- Washington, D.C. *
- *4. Regional or Field Office Internships- Across the United States**

Interns will have the opportunity to work on a wide variety of projects, including preparing briefings on congressional hearings; researching issues concerning race relations; monitoring recent developments concerning civil rights issues; assisting in the coordination and analysis of agency programs; planning outreach efforts and events; developing CRS training programs; and general administrative duties. In addition, law student interns will work with the Senior Counsel on legal matters affecting the agency.

Requirements for all Internship Positions:

Must be a U.S. citizen, eighteen years of age or older, and currently enrolled as undergraduate or post-graduate students. All selected applicants must pass a security background check before final approval. Relocation and housing costs not covered by DOJ.

Period of Internship: Open

Salary: Unpaid.

Additional Requirements for Legal Internship Positions:

At the beginning of the internship, applicant must currently be enrolled and have completed at least the first year of law school. Must hold at least a 3.0 cumulative GPA, submit a current official transcript, demonstrate computer proficiency and skill in use of Westlaw and-or Lexis-Nexis legal research engines, submit a cover letter demonstrating knowledge and

understanding of the mission of CRS, and must be willing to engage in a telephone or in- person interview with CRS Legal Counsel, National Director and other appropriate staff.

To apply send resume and a brief cover letter explaining your interest, background, and dates of availability for internships to:

Internship Coordinator

Community Relations Service

600 E. Street, NW, Suite 6000

Washington, D.C., 20530

Fax: (202) 305-3009

E-mail: CRSInternCoordinator@usdoj.gov <<mailto:CRSInternCoordinator@usdoj.gov>>

It is best to either e-mail or fax your application. For more information about internship opportunities, please call (202) 305-2935.