

# STATE BAR OF TEXAS



## LABOR AND EMPLOYMENT LAW SECTION

[www.laborlaw.org](http://www.laborlaw.org)

### Labor & Employment Law Internship Program – 2017

#### **Program Overview**

The Labor and Employment Law Section of the State Bar of Texas will provide at least two stipends with a total value of \$5,000 to \$10,000 for law students who spend the summer of 2017 working on labor and employment issues at a legal aid, pro bono or non-profit organization or program in Texas. Through the internships, the Section expects law students to receive hands-on training in **labor and employment law** while having a positive impact on the clients they serve. The internships will enable law students to earn a stipend while working with nonprofit organizations that provide access to justice for (1) low-income Texans or (2) non-profit organizations. The Section prefers to fund internships for projects in which student interns primarily provide direct legal services to low-income clients or non-profit organizations. However, community outreach and education components will be considered.

#### ***To be considered for an internship, your organization must:***

1. Develop a summer internship that provides the student 40 hours/week for ten weeks working on legal issues related to labor and employment.
2. Must be covered by professional liability insurance.
3. Complete and submit the attached application to the address on the application.

#### ***If your organization is selected to receive an internship, you must:***

1. Recruit a law student in good academic standing as your labor and employment intern and provide the student with the details of the internship, including the nature of the internship, Section sponsorship, amount of the stipend, minimum time commitment, and final report requirement.
2. Provide the Section with the name of the student and the name of the law school the student attends.

#### ***After receiving the funding for the internship, the host organization must:***

1. Provide adequate supervision for the intern by a licensed attorney in good standing with the licensing authority.
2. Utilize all the funding received from the Section to provide compensation or a stipend for the student intern.
3. Ensure that the student provides to the Section at the end of the internship a final report summarizing the internship experience.

Please submit your application no later than **February 27, 2017**. Host organizations will be selected and notified by **March 31, 2017**. If you have questions about the internship program, please contact Catherine N. Galloway, State Bar of Texas, at 800-204-2222, ext. 1873 or E-mail [catherine.galloway@texasbar.com](mailto:catherine.galloway@texasbar.com).

Officers and Executive Council  
Labor and Employment Law Section  
State Bar of Texas

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# Labor & Employment Law Internship Application

Sponsored by the Labor and Employment Law Section of the State Bar of Texas

2017

**Please print or type:**

Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Supervising Attorney's Name: \_\_\_\_\_  
Last First

State where supervising attorney is licensed: \_\_\_\_\_

Supervising Attorney's Bar Number: \_\_\_\_\_

Supervising Attorney's Phone: (\_\_\_\_) \_\_\_\_\_  
Area code Number

Supervising Attorney's E-mail: \_\_\_\_\_

Organization Address: \_\_\_\_\_  
Street / PO Box

\_\_\_\_\_  
City State Zip

Organization Phone: (\_\_\_\_) \_\_\_\_\_  
Area code Number

Organization Fax: (\_\_\_\_) \_\_\_\_\_  
Area code Number

## **Description of Applicant Organization**

**History of organization:** Provide the origin and purpose of your organization, including the length of service to the community.

**Description of organization:** Describe the structure of your organization, including the number of people on your staff, and, if available, the gross amount of your annual budget.

**Overview of services and activities:** Describe the nature of the services provided by your organization, with special emphasis on those services provided for low income or non-profit clients and, if applicable, how those services relate to labor and employment law issues.

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Does your organization have professional liability coverage? \_\_\_\_\_  
(Attach description.)

### **Internship Description**

Please provide a brief (1-2 paragraph(s)) description of your labor and employment internship plan. (Please use only the space provided below.)

Please describe how your internship plan will relate to labor and employment law issues. (Please use only the space provided below.)

Please provide a brief overview of the client population the intern will serve, including whether it is low-income or non-profit. (Please use only the space provided below.)

Please list the types of services you expect to the intern to provide, e.g., research, writing, client intake, administrative or courtroom advocacy, etc. (Please use only the space provided below.)

Please describe the supervision the intern will receive (e.g., frequency of meetings with supervising attorney, work with other staff, etc.). (Please use only the space provided below.)

Submit your application to: Jason S. Boulette  
Co-Chair, Pro Bono Committee  
SBOT Labor and Employment Law Section  
c/o Boulette & Golden, L.L.P.  
2801 Via Fortuna Dr., Suite 530  
Austin, Texas 78746  
(512) 732-8901 (phone)  
(512) 732-8905 (fax)  
[jason@boulettegolden.com](mailto:jason@boulettegolden.com) (email)

**APPLICATIONS MUST BE RECEIVED BY FEB. 27, 2015 IN ORDER TO BE CONSIDERED.**

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### **For Section use only:**

Date of receipt:

Application complete?:  Yes  No