



CONSTITUTIONAL AND COMPLEX LITIGATION EXTERNSHIP

The Constitutional and Complex Litigation (“CCL”) Section of the City Attorney’s Office is seeking individual(s) to work part-time in an externship opportunity.

What does CCL do?

CCL defends lawsuits against the City of Seattle in practice areas including constitutional, charter, regulatory, ethics, public records, and municipal and local government powers. Additionally, CCL is involved in litigation involving the Seattle Police Department defending § 1983 cases alleging violations of constitutional rights and representing the City in inquest trial proceedings.

CCL matters often garner significant attention from elected officials and media representatives. Attorneys often handle a varied caseload with practice extensively in both state and federal court with ample opportunity for trial and courtroom experience in matters of significant public interest.

What type of experience do CCL externs get?

Externs in CCL will receive assignments from and work with all the attorneys on the team. Externs should expect to gain exposure to a broad range of state and federal civil litigation, including client meetings, motions practice, depositions, mediations, civil and criminal hearings, and trials. Externs will also be exposed to different research and writing projects.

What are the required qualifications?

Applicants must have an interest in matters relating to municipal, policing, and constitutional law. Applicants must possess excellent research and writing skills and be able to meet tight deadlines. Previous or concurrent coursework in criminal law, constitutional law, criminal procedure, and evidence is preferred.

Applications are accepted continuously for upcoming openings. Please visit our website at <https://www.seattle.gov/cityattorney/about-us/careers/civil-externships> for more information.

TO APPLY:

- Complete a Volunteer Application;
- Provide a letter of interest, resume, three references, writing sample, and law school transcript;**
- Email, fax, or mail the completed application with additional materials to:

Seattle City Attorney's Office

Attn: Belen Johnson

701 Fifth Ave., Suite 2050

Seattle, WA 98104

Belen.Johnson@seattle.gov

Fax: (206) 684-8284

*** CCL is committed to finding externs to support our section and enrich the extern’s educational curriculum. CCL will review submitted applications materials in their entirety. There is no set GPA requirement for this externship.*