



POLICE ACTION TEAM EXTERNSHIP

The Police Action Team of the City Attorney's Office is seeking individual(s) to work part-time in an externship opportunity.

What does the Police Action Team do?

The Police Action Team handles law enforcement related issues involving the Seattle Police Department and other City departments and agencies. The team defends the City and SPD officers in lawsuits alleging civil rights violations, and further represents the department in certain criminal proceedings. This work consists of all aspects of civil and quasi-criminal practice, up to and including trial. The team also provides legal and risk management advice, and reviews and drafts legislation. Lastly, the team represents the City in the federal Consent Decree over SPD. In this role, attorneys on the team review and advise on policies and training materials, draft motions and other court submissions, and work to ensure compliance with the terms and purpose of the Consent Decree.

What type of experience do Police Action externs get?

Externs in Police Action will receive assignments from and work with all the attorneys on the team. Externs should expect to gain exposure to a broad range of mostly 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, including work on the Consent Decree and on legislation.

What are the required qualifications?

Applicants must have an interest in matters relating to 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. Candidates must be available a minimum of 14 hours per week. Please visit our website at seattle.gov/cityattorney/about-us/careers/civil-externships for more information.

To apply, please:

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

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