Public Defender Service for the
District of Columbia
Washington, DC, 20004

Organization Mission - The Public Defender Service for the District of Columbia (PDS) provides and promotes quality legal representation to indigent adults and children facing a loss of liberty in the District of Columbia and thereby protects society's interest in the fair administration of justice.

The Criminal Law Internship Program is designed to provide current undergraduate and graduate students with the fundamental investigative techniques and relevant criminal law knowledge needed to assist attorneys within the organization in preparation for legal representation of our clients.

Primary Service Area - Legal Services

Primary Groups of People Served - Individuals of all ages, Communities, Families, Men, Women,

Website URL and Facebook, or other information links, if available - http://www.pdsdc.org/, https://www.facebook.com/pdsdc

Title of Internship - Criminal Law Internship Program (CLIP)

Primary Duties of Intern - Intern Investigators partner directly with staff attorneys to complete various investigative tasks and advocate for their clients.

Intern Investigators spend time in the District of Columbia community, meeting with clients, and feeling the thrill of representing clients in court.

Investigative responsibilities also include: locating and interviewing witnesses, taking detailed witness statements, performing extensive criminal background checks, serving subpoenas,
photographing and measuring crime scenes, preparing courtroom exhibits, and preparing memoranda regarding investigative activities.

**Seeking Skills and Interests, including:** Public Speaking, Research, Law. **Important Work Qualities include** - Self-motivated, Diligent, Team player. **Seeking Personal Qualities, include** - Outgoing/Approachable Personality

Patience/Resilience

Empathy

**Percent of time internship is likely to spend with direct Client Contact** - 25%

**Details**

**Does the Organization require its own Application process?** Applicants need to apply online. If qualified, he/she will be selected for an interview (Skype or In-Person). Applicants are then selected to participant based on the entire application/interview process. Applicants can apply online here: http://www.pdsdc.

**Orientation for Intern** - The internship kicks-off with a comprehensive, mandatory week-long training session that orients interns to PDS and the City. It is essentially the 'Investigations 101' so that each Intern can be successful during their time here. Some topics include: Life of a Case, Defense Theories, Eyewitness Identification, Safety and Navigating DC and Ethics.

**Supervisor/Mentor Schedule** - Schedules, Requests and Trainings vary. Our office has an open-door policy and I also check on the Interns a few times a week.

**Physical Work Space** - Intern Lab. This is a shared spaced with several computers for all of the current Interns.

**Is this Organization Accessible via Public Transportation?** Yes, it's convenient.

**Does this internship require the use of a car?** Driving is important, however car access is not required (but preferred).

**If on the job work requires use of a car, will the agency reimburse?** No. The intern must have a personal vehicle, but will be reimbursed for mileage or fuel by our organization.

**Personnel Background Security** - Background Check, yes, Fingerprinting, no. - Background check only

**Will your agency coordinate prior to internship?** Yes

**Is this a new offering in 2016?** No

**May more than one SHECP Intern fill this Position?** No real number limit, as long as the applicant is qualified and passes the application/interview process, as well as the background check.

**Is this Organization offering other different SHECP Internship Placements?** I've entered all we have to offer.

**Recommended Readings for internship preparations?** Anything related to Public Defenders and the Criminal Justice System

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**WWW.SHEPHERDCONSORTIUM.ORG**