## JUDICIAL INTERN HIRING INFORMATION

Hon. Ramón E. Reyes, Jr., United States District Judge – Eastern District of New York

## **Description:**

Judge Reyes hires law school students as judicial interns for the summer and each academic semester. The positions will be in-person. Start and end dates are flexible. Chambers will work with judicial interns to establish a mutually beneficial schedule.

Judicial interns' primary responsibility is to complete at least one substantive, polished writing assignment. Interns will also work on short research assignments. Judicial interns will be expected to observe court proceedings when possible, including motion hearings, final pretrial conferences, pleas, evidentiary hearings, and more. Judge Reyes' bio is available at <a href="https://www.nyed.uscourts.gov/content/judge-ramon-e-reyes-jr">https://www.nyed.uscourts.gov/content/judge-ramon-e-reyes-jr</a>

To apply, please email a cover letter, resume, unofficial law school transcript, and writing sample to "<u>reyes\_chambers@nyed.uscourts.gov</u>". <u>Please do not mail physical copies of applications and review the below instructions for each type of position</u>.

## **Summer Positions:**

This position is full time for the duration of 8 to 10 weeks each summer. Interested applicants are encouraged to apply as soon as they have received their fall grades. Interviews generally occur late January or early February.

## **Academic Semester Positions:**

This position is part-time each spring and fall semester. Applications require grades for at least two semesters of law school. Spring positions are generally interviewed for in September and October. Fall positions are generally interviewed for in June and July, or once the prior spring grades have been received.

The addressee and salutation for the cover letter should be:

Hon. Ramón E. Reyes, Jr. United States District Court Eastern District of New York 225 Cadman Plaza East Brooklyn, NY 11201-1818

Dear Judge Reves: