

UNIVERSITY OF MEMPHIS SCHOOL OF LAW EXTERNSHIP PROGRAM
ANTICIPATED SUMMER 2016 EXTERNSHIP FIELD PLACEMENTS

JUDICIAL EXTERNSHIPS – U.S. COURTS

- U.S. Court of Appeals for the Sixth Circuit (3 Credits/24 hours per week)
- U.S. District Court for the Western District of TN (includes Magistrate Judges)
(3 Credits/24 hours per week)
- U.S. Bankruptcy Court for the Western District of TN (2 Credits/16 hours per week)
- U.S. Immigration Court (Memphis) (3 Credits/24 hours per week)

JUDICIAL EXTERNSHIPS – TENNESSEE STATE COURTS (2 Credits/16 hours per week)

- Tennessee Supreme Court
- Tennessee Court of Criminal Appeals
- Shelby County Circuit Court

SUMMER HONORS PROSECUTION EXTERNSHIP (4 Credits/32 hours per week)

- Shelby County District Attorney General's Office*

CRIMINAL JUSTICE EXTERNSHIPS

- U.S. Attorney's Office (3 Credits/24 hours per week)
- Federal Public Defender's Office (2 Credits/16 hours per week)
- Shelby County Public Defender's Office (2 Credits/16 hours per week)

MUNICIPAL GOVERNMENT EXTERNSHIPS

- Memphis City Attorney's Office (Litigation Unit) (3 Credits/24 hours per week)
- Memphis City Attorney's Office (Transactional Unit) (3 Credits/24 hours per week)
- Memphis City Attorney's Office (Anti-Blight Litigation Unit) (3 Credits/24 hours per week)
- Memphis Shelby County Airport Authority* (2 Credits/16 hours per week)

ADMINISTRATIVE AGENCY EXTERNSHIPS (3 Credits/24 hours per week)

- Equal Employment Opportunity Commission-Hearings Unit
- Tennessee Dept. of Environment and Conservation* (Nashville)

HEALTHCARE PRACTICE EXTERNSHIPS

- St. Jude Children's Research Hospital (4 Credits/32 hours per week)**
** Application Due By February 3, 2016
- Baptist Memorial Healthcare Corporation (3 Credits/24 hours per week)
- Methodist Le Bonheur Healthcare (3 Credits/24 hours per week)
- Regional One Health (3 Credits/24 hours per week)
- Shelby County Public Health Department (2 Credits/16 hours per week)

COMMUNITY LEGAL OFFICE EXTERNSHIPS

- Community Legal Center – Immigrant Justice Program (2 Credits/16 hours per week)
- Latino Memphis – *Derechos* Immigration Program (2 Credits/16 hours per week)
- Legal Aid of Arkansas – West Memphis Office (2 Credits/16 hours per week)
- Memphis Area Legal Services (MALS) (2 Credits/16 hours per week)
- Consumer Unit
- Domestic Violence Unit
- Education Law/Partnership for Education Advocacy and Parity
- Low Income Taxpayer Unit
- Memphis Immigration Advocates (3 Credits/24 hours per week)

IN---HOUSE EXTERNSHIPS (2 Credits/16 hours per week)

- Ducks Unlimited
- Teach for America, Inc. – Office of Legal Affairs
- University of Memphis Office of Athletic Compliance
- University of Memphis Office of University Counsel

SPRING 2016 EXTERNSHIP PROGRAM – FIELD PLACEMENT DESCRIPTIONS

JUDICIAL EXTERNSHIPS – U.S. COURTS

United States Court Appeals for the Sixth Circuit – The Honorable Bernice B. Donald

Students are placed as externs in the chambers of U.S. Circuit Judge Bernice Donald on the United States Court of Appeals for the Sixth Circuit. Judicial externs have a unique opportunity to learn about the process of judicial decision-making while working with the Judge, the Judge's law clerk(s), and court staff, and through observation in the courtroom. Responsibilities will include assisting law clerks in drafting Rule 34 and en banc recommendations. Externs gain broad exposure to essential appellate advocacy skills as well as appellate court practice and procedure.

General Eligibility Preference: GPA > 3.0; Staff membership on The University of Memphis Law Review or The University of Memphis Mental Health Law & Policy Journal

U.S. District Court for the Western District of Tennessee

U.S. Bankruptcy Court for the Western District of Tennessee

Students are placed as externs in the United States Courts for the Western District of Tennessee. Each student is assigned to the chambers of a U.S. District Court Judge, a U.S. Magistrate Judge, or a U.S. Bankruptcy Court Judge. Judicial externs have a unique opportunity to learn about the process of judicial decision-making while working with Court staff and observing in the courtroom. Responsibilities vary from chambers to chambers, but have in common an emphasis on legal research and writing, including the preparation of bench memoranda, and assistance with pretrial, trial and post-trial motions and judicial opinions. Externs gain broad exposure to litigation strategies and advocacy skills, as well as trial court practice and procedure.

Preferred Course(s) (satisfied by prior or concurrent enrollment):

For Bankruptcy Court Judges – Debtor-Creditor and/or Problems in Bankruptcy

For U.S. Magistrate Diane Vescovo – Civil Rights or Federal Courts

Executive Office of Immigration Review/U.S. Immigration Court (Memphis)

This externship is with the United States Department of Justice, Executive Office for Immigration Review at the Memphis Immigration Court in downtown Memphis. The jurisdiction of the United States Immigration Courts includes all matters brought before the Court by the Department of Homeland Security. The immigration judges at the Memphis Immigration Court preside over formal immigration hearings to determine whether aliens are deportable, excludable, inadmissible or removable from the United States. In addition, the judges have jurisdiction to consider applications for various forms of discretionary and mandatory relief, including various waivers, adjustment of status, cancellation of removal, asylum, withholding of removal, and protection under the U.N. Convention Against Torture.

The externship will require a commitment of a minimum of twenty hours per week for the length of the summer. The position will entail in-depth research and analysis of legal issues, as well as preparation of legal memoranda for the immigration judges. Externs will have

opportunities to draft decisions that will be taken under advisement by the immigration judges and that may later be used as writing samples. Externs can expect to develop research and writing skills as well as an understanding of immigration law and procedure as it relates to removal and deportation issues. In addition, they will be able to observe a variety of matters brought before the Court. Externs will work under the supervision of the Court's Judicial Law Clerks but will have substantial interaction with the Immigration Judges.

The position requires that applicants be United States citizens. Immigration experience is preferred but not required. Selected candidates must pass a background security check conducted by the Department of Justice. Since the background check will take time to complete, APPLICATIONS ARE DUE BY February 15, 2016. However, the Immigration Court reserves the right to fill the positions before this date.

Either directly or through Professor Schaffzin, interested students should submit (preferably in pdf form) **a cover letter, resume, transcript, and writing sample** (unedited by others to the extent possible) by e-mail to:

Kaylee Klixbull and Kaitlin McKenzie
Judicial Law Clerks
Memphis Immigration Court
80 Monroe Ave., Suite 501
Memphis, TN 38103
901-528-5883
memphisintern@usdoj.gov

Preferred Courses: Professional Responsibility, Evidence, Immigration Law

JUDICIAL EXTERNSHIPS – TENNESSEE STATE COURTS

Tennessee Appellate Courts

Students are placed as externs in a Tennessee Appellate Court. Each student is assigned to the chambers of a Tennessee Supreme Court Justice, a Tennessee Court of Appeals judge, or a Tennessee Court of Criminal Appeals Judge. Judicial externs have a unique opportunity to learn about the process of judicial decision-making while working with the Judge and court staff and through observation in the courtroom. Responsibilities vary from chambers to chambers, but have in common an emphasis on legal research and writing, including the preparation of bench memoranda and judicial opinions. Externs gain broad exposure to various appellate advocacy skills as well as appellate court practice and procedure.

Anticipated Summer 2016 Placements:

Tennessee Supreme Court (Justice Holly Kirby)
Tennessee Court of Criminal Appeals (Judge Camille McMullen)

Preferred Courses: Evidence, Criminal Procedure

Tennessee Trial Courts

Students are placed as externs in a trial-level court in Shelby County. Each student is assigned to the chambers of a Shelby County Circuit Court Judge or a Shelby County Chancery Court Chancellor. Judicial externs have a unique opportunity to learn about the process of judicial decision-making while working with the Judge and court staff and through observation in the courtroom. Responsibilities vary from chambers to chambers, but have in common an emphasis on legal research and writing, including the preparation of bench memoranda, and assistance with pretrial, trial and post-trial motions and judicial opinions. Externs gain broad exposure to a various litigation strategies and advocacy skills, as well as trial court practice and procedure.

Preferred Courses: Evidence.

IMPORTANT: Externs must be available on Friday mornings for Circuit Court Motions Dockets.

HONORS PROSECUTION EXTERNSHIP (Rising 3L Students Only)

Shelby County District Attorney General's Office

In this externship, summer students are placed in the Office of the Shelby County District Attorney General. Externs will also enroll in a once-weekly class seminar designed to focus on the substantive, procedural, and ethical issues arising in the day-to-day practice of a criminal prosecutor. Each extern is assigned to one of the many specialized units of the DA's Office and works under the supervision of a prosecutor within the assigned unit. Responsibilities assigned to externs include such tasks as researching and preparing pre-trial memoranda, responding to criminal defense motions, and contacting victims and witnesses regarding interviews, trial dates and various other matters. Externs also prepare trial exhibits, and observe felony jury trials. Externs will handle limited court matters (e.g., preliminary hearings) under the supervision of a supervising prosecutor, provided the extern is certified under Tennessee Supreme Court Rule 7, Section 10.03 (the Tennessee Law Student Practice Rule).

Credits Offered: 4 Credits (32 hours per week)

Preferred Courses: Professional Responsibility, Evidence; Criminal Procedure, Trial Advocacy

Background Check: Students must be able to pass a rigorous background check that will grant them a security clearance to work in this office

Restriction: Externs placed with the Shelby County DA's Office MAY NOT engage in concurrent employment or volunteer work during the field placements semester

CRIMINAL JUSTICE EXTERNSHIPS

United States Attorney's Office

In this externship, students are placed in the United States Attorney's Office for the Western District of Tennessee. The United States Attorney's Office serves as the principal litigator for its judicial district and is responsible for coordinating multiple agency investigations

within the district. The United States Attorney's Office prosecutes violations of federal criminal statutes, defends the government in civil actions, seeks enforcement of a variety of civil enforcement statutes, and institutes proceedings for the collection of fines and penalties. Typical assignments for externs will involve assisting with all aspects of case preparation, including researching legal issues, drafting/writing motions, briefs, responses and various pleadings, providing trial support to Assistant U.S. Attorneys, and assembling exhibits for trial. Students also observe trials in the District Court and appellate arguments at the United States Court of Appeals for the Sixth Circuit.

Preferred Courses: Evidence, Professional Responsibility, Criminal Procedure.

General Prerequisite: Applicants must have completed their second year of law school by the start of the externship.

Background Check: Students must be able to pass a rigorous background check that will grant them a security clearance to work in this office. The background check will require that students answer questions under oath regarding any illegal drug use (past or present), alcohol abuse, criminal history (including DUI, assault, etc.), credit history, past employment history and mental health.

Federal Public Defender's Office

In this externship, students are placed in the Office of the Federal Public Defender for the Western District of Tennessee. The Federal Public Defender's Office represents indigent clients against convictions at trial, or where appropriate, by bargaining for plea agreements, and if a client is convicted, by obtaining a just and fair sentence. Student externs may have the opportunity to perform legal research, write memoranda, motions, and briefs, and to participate in client interviews and preparation for court appearances. They may also work one-on-one with attorneys and investigators and gain exposure to all stages of criminal cases including initial appearances, plea negotiations with the U.S. Attorneys Office, trials and appellate work.

Preferred Courses: Evidence, Professional Responsibility, Criminal Procedure.

Shelby County Public Defender's Office

In this externship, students are placed in the Office of the Shelby County Public Defender. Each extern is assigned to one of the many specialized units of the Public Defender's Office and works under the supervision of an assistant public defender within the assigned unit. Responsibilities assigned to externs include such tasks as researching and preparing pre-trial memoranda, responding to prosecution motions, and contacting witnesses regarding interviews, trial dates and various other matters. Externs will also observe and participate in court matters under supervision.

Preferred Courses: Professional Responsibility, Evidence; Criminal Procedure.

MUNICIPAL GOVERNMENT EXTERNSHIPS

Memphis City Attorney's Office

The Memphis City Attorney's Office externship course will introduce students to the legal issues facing attorneys who represent the City of Memphis in civil litigation, transactional, and policy-related matters, and the role of lawyers in municipal government generally. It will also expose students to the intricacies of the City Attorney's role as counselor and advocate for Memphis, its governmental offices, and its employees. Students selected for this placement will be assigned to either the litigation unit or a transaction unit within the City Attorney's Office.

Depending on the division within the City Attorney's Office to which they are assigned, externs may be asked to prepare internal legal memoranda (for example, analyzing legal issues or policy implications for the City Attorney or client agency officials); draft motion papers; assist with discovery; review proposed rules or legislation; or review drafts of transactional agreements. Externs may also have the opportunity to attend and participate in meetings with government officials, client or witness interviews, legislative hearings, depositions, court appearances, negotiation sessions, or other events relating to their work under the supervision of a licensed attorney. If eligible, externs may seek student practice permission pursuant to Tennessee Supreme Court Rule 7, Section 10.03 (the Tennessee Law Student Practice Rule).

Anticipated Summer 2016 Placements with Memphis City

Attorney's Office:

General Litigation Unit

Transactional Unit

Anti-Blight Litigation Unit (*Rising 3L Students Only*)

Preferred Courses: Professional Responsibility, Evidence

Memphis-Shelby County Airport Authority - Office of General Counsel

This Externship course will offer students the opportunity to earn academic credit for legal work performed under the immediate and ongoing supervision of the General Counsel to the Memphis-Shelby County Airport Authority. Students enrolled in this externship will be exposed to the wide variety of legal matters handled by the Airport Authority's General Counsel, examples of which include matters involving business contracting (including contract drafting, negotiation, and interpretation); administrative and regulatory law (e.g., aviation law); risk management (e.g., premises liability issues); labor and employment law (e.g., worker's compensation issues); formulation and implementation of rules and policies (e.g., adoption of a local preference rule for purchasing); and preventative/prophylactic training, advice, and counseling.

Among other assignments, it is anticipated that the extern will perform legal research; draft, review, and opine on contractual agreements; and draft memoranda, letters, and other documents. Externs will also learn through observation of and participation in day-to-day practice activities, including legal proceedings, negotiations, meetings, trainings, and

counseling sessions. When possible, externs will work with client departments and departmental staff to gather information and to gain insight into and understanding of the Airport Authority's operations and structure.

Preferred Courses: Evidence, Professional Responsibility.

ADMINISTRATIVE AGENCY EXTERNSHIPS

Equal Employment Opportunity Commission

Students in this placement will serve as externs in the Memphis Field Office of the Equal Employment Opportunity Commission (EEOC). Students will be assigned to either the Hearings Unit or the Legal Unit of the EEOC Office. The Hearings Unit employs three administrative judges who conduct hearings and render decisions with respect to EEO complaints that are brought by Federal workers. The role of the extern in the Hearings Unit will be similar to that of a judicial law clerk. The extern will conduct legal research on specific topics at the direction of the administrative judge, write decisions in conjunction with the administrative, and prepare for and attend hearings, settlement conferences, and other case-related events. Externs in the Legal Unit will work under the supervision of trial attorneys engaged in litigation against employers for violations of Title VII, the ADEA and the ADA. Externs will perform legal research and writing, assist in interviewing claimants or witnesses, help prepare discovery responses based on those interviews, and help prepare claimants or witnesses for deposition. In addition to the legal assignments, externs will be given the opportunity to observe different aspects of agency functions, including intake interviews, depositions, mediation sessions, administrative hearings, court hearings, and trials.

Preferred Courses: Evidence, Fair Employment Practice or Federal Courts.

Preference: Student(s) should have a sincere interest in employment law or litigation.

Tennessee Department of Environment and Conservation – Office of General Counsel

TDEC is committed to protecting and improving the quality of Tennessee's air, land and water. Department programs and initiatives protect human health and the environment and support economic development and quality of life through education, outreach and effective enforcement of state and federal environmental laws. TDEC is also proud to manage the award-winning Tennessee State Parks system — with 56 state parks hosting more than 25 million visits each year.

Located in Nashville, the TDEC Office of General Counsel provides legal support to the entire department – including environmental regulatory staff, parks and conservation staff, and in-house administrative services. Extern assignments will vary based on the needs of the office at the time of the internship. Examples of assignments include drafting memoranda, briefs, and motions for administrative law matters; reviewing and responding to discovery and open records requests; and completing legal research on issues of importance to any TDEC division. In addition to the regular assignments, externs will be encouraged to attend administrative law hearings and regulatory board meetings, complete a field visit with an environmental division inspector, and tour a state park with park staff.

Preferred Courses: Evidence, Professional Responsibility

HEALTHCARE PRACTICE EXTERNSHIPS

The Health Law Externships will offer students interested in health law and in-house legal practice the opportunity to earn academic credit for legal work performed under the immediate and ongoing supervision of attorneys in the legal departments of local healthcare organizations. Students enrolled in this externship will be exposed to the wide variety of legal matters handled by these offices, examples of which include matters involving administrative and regulatory law, hospital risk management, clinical research compliance, labor and employment law; business contracting; formulation and implementation of hospital and corporate policy; healthcare legislation, policy, and reform; and preventative/prophylactic training and counseling.

Among other assignments, it is anticipated that externs will perform legal research; draft memoranda, letters, and other documents; draft and review contractual agreements; and prepare presentations to hospital personnel. Externs will also learn through observation of and participation in day-to-day practice activities, including legal proceedings, negotiations, meetings, trainings, and counseling sessions. When possible, externs will work with client departments and departmental staff to gather information and to gain insight into and understanding of clinical, business, and health care operations.

Anticipated Summer 2016 Placements:

St. Jude Children's Research Hospital
Baptist Memorial Healthcare
Methodist Le Bonheur Healthcare
Regional Medical Center at Memphis
Shelby County Health Department

Preferred Courses: Professional Responsibility, Evidence.

NOTE: STUDENTS WHO WISH TO APPLY FOR THE EXTERNSHIP WITH ST. JUDE CHILDREN'S RESEARCH HOSPITAL MUST REVIEW A SEPARATE HANDOUT DESCRIPTION OF THE ST. JUDE OFFICE OF LEGAL SERVICES INTERNSHIP AND SUBMIT THEIR APPLICATION MATERIALS TO PROFESSOR SCHAFFZIN BY WEDNESDAY, FEBRUARY 3RD. PLEASE CONTACT PROFESSOR SCHAFFZIN IMMEDIATELY IF YOU PLAN TO APPLY FOR PLACEMENT WITH ST. JUDE.

COMMUNITY LAW OFFICE EXTERNSHIPS

Community Legal Center – Immigrant Justice Program

The Community Legal Center's Immigrant Justice Program offers a variety of legal services to low-income immigrants living within the jurisdiction of the Memphis Immigration Court (Tennessee, Arkansas, northern Mississippi, and western Kentucky). Externs placed with the IJP will assist staff attorneys on a variety of family and humanitarian-based immigration cases, including applications for adjustment of status, asylum, U nonimmigrant visas for victims of certain crimes, and Special Immigrant Juvenile status. Responsibilities will include conducting and participating in client interviews, legal research and writing, preparation of pleadings and applications for immigration relief, assistance with and attendance of hearings before the Memphis Immigration Court and interviews with U.S.

Citizenship and Immigration Services (“USCIS”). Externs will also have the opportunity to represent clients in guardianship proceedings before the Shelby County Probate Court, an initial step in the process of applying for Special Immigrant Juvenile status.

Course Prerequisites/Co-Requisites: Professional Responsibility; Evidence.

Memphis Area Legal Services

The Memphis Area Legal Services Externship allows students to receive academic credit for one semester of work at Memphis Area Legal Services (MALS), a nonprofit law firm that provides free civil legal assistance to eligible elderly and low-income people in Western Tennessee. MALS helps clients who are faced with legal problems that harm their ability to have such basics as food, shelter, income, medical care, and personal safety. The externship course is available to second- or third-year students. Students work under the close supervision of MALS staff attorneys to perform client interviews, undertake factual and legal research; collect and review records; develop witness testimony and evidence; draft pleadings and other written submissions; and participate in the representation of clients at hearings and other court proceedings.

Anticipated Summer 2016 Placements:

Consumer Unit

Domestic Violence Unit

Education Law/PEAP

Low Income Taxpayer Unit

Preferred Courses: Professional Responsibility; Evidence, Immigration Law

Latino Memphis – *Derechos* Immigration Program

Latino Memphis is a nonprofit 501(c)(3) organization that has served Latino clients throughout the Mid-South for the past 20 years. Its mission is to assist Latinos in this region by connecting, collaborating and advocating for health, education and justice. Latino Memphis addresses the needs of the Latino community by offering three core programs that range from direct client services and immigration assistance to collecting household items for flood victims. As one of the only agencies in the region dedicated specifically to serving Latinos, Latino Memphis has become a resource for individuals struggling to navigate life in the U.S. and to understand their place in the legal system.

Derechos Immigration Program, Latino Memphis’ in-house immigration legal practice, provides accessible legal representation to low-income people within the jurisdiction of the Memphis Immigration Court. In addition to direct representation, *Derechos* also engages in outreach and community programs to disseminate information and build relationships and coalitions throughout the region.

The students enrolled in this field placement will work in devoted space at the office of Latino Memphis. Latino Memphis attorneys Casey Bryant and Stacie Hunhoff will be the primary field supervisors for this externship. Under ongoing supervision, externs will assist in representing clients in immigration matters, defensively in Immigration Court and affirmatively with petitions to the U.S. Citizenship and Immigration Services. Externs will have the opportunity for hands on experience interviewing clients, compiling client information, drafting correspondence, preparing applications, performing legal research, and

attending Immigration Court. Additionally, externs will be assigned a project to be completed over the course of their term.

Preferred Courses: Professional Responsibility; Evidence, Immigration Law

Legal Aid of Arkansas – West Memphis Office

Legal Aid of Arkansas (LAA) is a public interest, not-for-profit law firm dedicated to providing equal access to justice in civil matters for low-income Arkansans through legal representation, advocacy, community partnerships, education, and outreach. Substantive practice areas include consumer law, family law, housing, public benefits, expungement, wills, and other related poverty-law issues.

Student externs placed with Legal Aid of Arkansas's West Memphis Office will be presented with opportunities to hone legal writing and researching skills and gain first-hand experience with clients in areas such as client intake, investigation, representation, community education, and outreach. Students who have completed their 2L year (60 credits) may be able to gain in-court experience by obtaining a limited practice license under Arkansas Rule Governing Bar Admission¹⁵ (Student Practice).

Preferred Courses: Professional Responsibility; Evidence

Memphis Immigration Associates

MIA is a non-profit public interest law office whose primary mission is the provision of affordable immigration services to economically disadvantaged non-citizens within the geographic jurisdiction of the Memphis Immigration Court. Within the Memphis metro region, MIA also seeks to facilitate the administration of justice and to increase public awareness on issues related to US immigration and naturalization law.

In particular, MIA assists individuals to obtain immigration status based upon family relationships, domestic violence and persecution, and other non-employment based avenues available in US immigration law. MIA conducts case appeals as resources allow, but does not at this time engage in impact or class-action litigation. MIA also provides community legal rights presentations and consultations 'clinics' in the Memphis area.

Finally, MIA engages in administrative advocacy in the Memphis area, organizing and attending meetings with USCIS, ICE, EOIR, local police, local immigrants' rights organizations and attorney stakeholders. Currently our administrative advocacy is focused around the 'U Visa' issue.

Under the supervision of MIA staff attorneys, assigned externs will conduct casework in a select number of cases, of the type listed above. Externs will also assist with client intake interviews, have the opportunity to work directly with clients, assist with immigration applications and filings, and potentially represent clients at immigration court hearings.

Preferred Courses: Professional Responsibility, Evidence, Immigration Law

IN-HOUSE EXTERNSHIPS

Ducks Unlimited -- Office of Land Protection

Ducks Unlimited, the world's largest nonprofit, waterfowl and wetlands conservation organization, has an opportunity for placement of a legal extern in its National Headquarters in Memphis, Tennessee. DU is an accredited land trust with a portfolio of nearly 500 conservation easements and a fee-title portfolio of 23,000 acres. DU's land protection efforts conserve habitat across a diverse array of landscapes, from native prairie ecosystems in the Dakotas to bottomland hardwood forests in the Mississippi Delta to wetland systems along the coasts.

The assigned legal extern will work closely with the Director of Land Protection, whose primary responsibility is to guide, draft, and negotiate easement and fee-title transactions for the organization's nationwide land protection efforts.

Specifically, the extern will assist with the following:

- Draft, review, and perform due diligence for conservation easement and fee-title transactions.
- Ensure DU's land protection efforts comply with federal and state statutes and regulations. Because most conservation easements are either fully or partially donated, it is particularly concerned with IRC § 170 and the associated regulations on Qualified Conservation Contributions, 26 CFR § 1.170A-14.
- Ensure compliance with all internal guidelines and policies, as well as the Land Trust Alliance accreditation standards.
- Interpret Conservation Easement Deed language to determine if a landowner's request to exercise a reserved right is permissible under the terms of the easement.
- Interpret Conservation Easement Deed language when potential violations arise and determine the organization's response to easement violations.
- Work with General Counsel's office to implement easement defense strategies.

The extern may also have the opportunity to work with the General Counsel's office on matters related to nonprofit fundraising, charitable regulations and governance, and trademarks.

Preferred Courses: Professional Responsibility

Teach for America – Office of Legal Affairs

Teach For America (TFA) is a not-for-profit national corps of college graduates, graduate students, and professionals who commit two years to teach in low-income urban and rural public schools and become leaders in expanding educational opportunity. TFA's mission is to build the movement to eliminate educational inequity by enlisting America's most promising future leaders in the effort. Teach For America's network in the 2012-13 school year included 10,000 corps members teaching in 46 regions across the country and nearly 28,000 alumni working in education and many other sectors to create the systemic changes that will help end educational inequity.

TFA's Legal Affairs Team provides legal and strategic advice to the 47 Teach for America

regions nationwide and the national functional teams on a wide range of substantive areas including different aspects of law, compliance, and risk. The work of the Legal Affairs Team includes researching complex questions of risk and law; creating materials to ensure the legal compliance of Teach For America operations with various federal and state requirements; preparing draft regulations and legal memoranda; drafting and negotiating contracts with school districts, charter schools and other partner entities; reviewing vendor contracts; partnering with teams to assess risk; and providing legal guidance to and representing Teach For America in a variety of legal matters.

Preferred Courses: Professional Responsibility, Evidence.

University of Memphis Office of Athletic Compliance

The University Counsel – Athletics Compliance Externship will offer students interested in higher education law and athletics compliance the opportunity to earn academic credit for work performed under the ongoing supervision of attorneys in The University of Memphis Office of Legal Counsel and members of the University of Memphis Athletics Compliance Staff. The selected extern(s) will immerse themselves within the day-to-day operations of a compliance office operating under both NCAA and SEC regulations, and will gain experience relevant to NCAA bylaws concerning eligibility, recruiting, financial aid, personnel, awards, and other areas as assigned.

Students enrolled in this externship will perform a wide variety of legal and compliance-focused assignments on behalf of the University client, examples of which may include various rules interpretations, research, and filing of waivers. In addition, students will aid the compliance staff with initial eligibility, continuing eligibility, recruiting database oversight, National Letter of Intent processing, review of pre- and post-official visit paperwork, research and creation of rules education, maintenance of various compliance forms, and other duties as assigned.

Preferred Courses: Professional Responsibility.

University of Memphis – Office of University Counsel

The University Counsel Externship course will offer students interested in higher education law and in-house legal practice the opportunity to earn academic credit for work performed under the immediate and ongoing supervision of attorneys in The University of Memphis Office of Legal Counsel. Students enrolled in this externship will be exposed to the wide variety of legal matters handled by the Office of Legal Counsel on behalf of its University client, examples of which include matters involving labor and employment disputes; academic and student issues; athletic and research compliance; business and real estate transactions; contract drafting and review; formulation and implementation of University policies; and intellectual property. Externs will actively engage in legal research and writing while learning through observation of and participation in hearings, negotiations, client meetings, and other practice events.

Preferred Courses: Professional Responsibility, Evidence