



Volunteer opportunity – Fall 2020

Legal internship positions

About Us

Founded in 2003, the Transgender Legal Defense & Educational Fund (TLDEF) is committed to ending discrimination based on gender identity and expression and to achieving equality for transgender people through public education, test-case litigation, direct legal services, and public policy efforts. Along with its signature Name Change Project, which provides free legal name change services to community members through partnerships with some of nation's premier law firms, TLDEF's legal programs bring test-case litigation with wide impact in targeted areas of transgender equality.

Position Overview

This is an opportunity to play a role in our nation's movement for transgender rights. Legal interns will assist the legal director, staff attorneys, and Name Change Project staff with legal research and writing, client intake, direct representation, and public policy advocacy. Legal interns can choose to focus on either impact litigation or health advocacy; however, the position will likely comprise at least some of each. Commitments can be full- or part-time (at least eight hours per week), for at least ten weeks, beginning in August or September of 2020. TLDEF is based in New York City, but remote work is possible.

Responsibilities

- Assisting in drafting of petitions, memoranda of law, demand letters, and health insurance appeals;
- Conducting client intake and meeting with clients;
- Researching legal questions and drafting memoranda for existing and potential cases;
- Researching and drafting policy advocacy documents;
- Researching and drafting materials for public education; and
- Compiling legal information and referral resources.

Qualifications

- Enrolled in law school or possess a law degree;
- Excellent research, writing, analytical and communication skills;
- Highest levels of initiative, creativity, and good judgment;
- Well-organized, self-directed, and able to complete multiple tasks in a timely and efficient manner;
- A commitment to actively working in alignment with other social, racial, and economic justice movements;
- Ability to organize and prioritize work;
- Ability to work independently with little supervision;
- Experience with or commitment to serving transgender, gender nonconforming, and nonbinary people; and
- Proficiency in Microsoft Office.

Compensation

This is a nonpaying volunteer position. Interns are encouraged to seek out and apply for grants from their school or other sources, and TLDEF will assist with requesting course credit where available.

To Apply

Submit a cover letter, resume, and under-ten-page writing sample to careers@transgenderlegal.org with the subject line "Legal intern application." Applications submitted without a cover letter, writing sample, **and** resume will not be considered. Students are encouraged to submit applications as early as possible, as decisions are made on a rolling basis. No phone calls, please.

TLDEF is an equal opportunity employer. People of color; lesbian, gay, bisexual, transgender, queer, and intersex people; women; and people with disabilities, including HIV, are all strongly encouraged to apply.