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| **PLACEMENT JOB DESCRIPTIONS FOR ESCAP 2025** | |
| **Amedu Law Firm** | **Job Description:**  This internship will provide a unique experience working on juvenile court cases at a small law firm in Gainesville, GA. Intern will have hands-on experience drafting reports, motions, orders, and briefs to present to the Court in cases involving child abuse and neglect. Intern will be conducting legal research, assisting in client meetings, and communicating with clients on a regular basis.  **Qualifications:**  Law Student: Rising 2L, Rising 3L, MSW  \*\*Candidates should have a strong interest in juvenile law, strong written and oral advocacy skills, and be a great listener with a strong attention to detail. Previous law firm or office-related experience is a plus.  **Location:**  Gainesville, GA  Intern must have access to transportation to and from the office. Intern will also have the opportunity to shadow Supervising Attorney during court hearings, primarily in Hall, Gwinnett, and Forsyth counties. |
| **Chatham County Child Advocate Office** | **Job Description:**  We are a multi-disciplinary children’s law office with a team of attorneys, social worker, and support staff who work with children in foster care. Under supervision, interns will be meeting with child clients, assisting in investigation of cases through speaking with community partners, conducting research on various related child welfare issues, attending court, and a range of other tasks depending on interns areas of interest and skill set.  **Qualifications:**  Law Student: Rising 2L, Rising 3L, MSW  **Location:**  Savannah, GA |
| **Chatham County Juvenile Court** | **Job Description:**  The intern will have an opportunity to work with 4 staff attorneys and study dependency, delinquency, and CHINS cases; observe and contribute to work of our 3 accountability and treatment courts (Family Drug Treatment, Mental Health, and Human Trafficking); experience our Work Readiness Enrichment Program and The Front Porch (our community based risk reduction program); and shadow our probation officers that support this independent juvenile court. Travel away from the Chatham County Courthouse would not be required.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  **Location:**  Savannah, GA |
| **Cobb County Juvenile Court** | **Job Description:**  Research/writing, consultation with judges and staff attorney, the opportunity to do home visits and spend time with various attorneys practicing child welfare in Cobb.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  **Location:**  Marietta, GA |
| **DeKalb County CASA Program** | **Job Description:**  An intern at DeKalb CASA will work closely with our dedicated staff and gain hands-on experience in child advocacy. Responsibilities include entering case information into the database, attending court hearings, and supporting ongoing cases. Interns will meet with the child and collaterals involved in their case, maintain communication with volunteers, DFCS, Child Advocate Attorneys, court personnel, and other key stakeholders. They will also participate in essential meetings and home visits, contribute to Volunteer Information Sessions, Volunteer Training sessions and in-services, have opportunities to attend continuing other trainings and conferences, and provide valuable assistance to DeKalb CASA staff. This role offers interns a comprehensive understanding of the CASA mission and the child welfare process.  **Qualifications:**  MSW  Essential Skills and Knowledge: Strong Communication Skills: Ability to effectively interact with children, volunteers, DFCS staff, attorneys, and court personnel. Attention to Detail: Skill in accurately entering case information and maintaining organized records. Commitment to Confidentiality and Ethics: Understanding the importance of confidentiality in handling sensitive information. Ideal Skills and Knowledge: Basic understanding of Child Welfare or Social Services: Knowledge of child advocacy, family dynamics, or social work principles is beneficial. Cultural Sensitivity: Ability to work respectfully with individuals from diverse backgrounds. Helpful Skills and Knowledge: Time Management and Organization: Ability to balance multiple tasks, such as court attendance, meetings, and case-related duties. Empathy and Active Listening: A supportive and compassionate approach to understanding children's and families' needs. This position offers an opportunity for interns to develop advocacy and case management skills within a supportive environment.  **Location:**  Decatur, GA |
| **Dekalb County Child Advocacy Center** | **Job Description:**  Assisting with case investigation and court preparation by Accompanying investigators, social workers, and attorneys on field interviews with child clients and other relevant witnesses. Writing case summaries. Interacting with juvenile court personnel, social workers, therapists, and other service providers. Observing dependency proceedings at DeKalb County Juvenile Court. Research projects pertaining to an existing or developing issue in child advocacy law. Personal transportation is required to get to the Juvenile Court and to client visits. Parking onsite is free. Travel reimbursement is available.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  **Location:**  Decatur, GA |
| **Douglas County Juvenile Court** | **Job Description:**  Performing legal research. Making recommendations to Judges regarding dispositions of motions. Drafting, editing, and proofreading legal correspondence and judicial opinions for the Judge’s review. Attending and assisting with case conferences, motions hearings, and trials. Responding to inquiries from law enforcement personnel, county employees, elected officials, the general public, and/or other interested parties  **Qualifications:**  Law Student: Rising 2L, Rising 3L  **Location:**  Douglasville, GA |
| **Fulton County Juvenile Court - Judge Crawford** | **Job Description:**  The intern will observe a variety of court hearings. The intern will work with delinquent youth who are part of our court program. Travel is not required. The intern will research legal issues related to juvenile law and criminal law.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  **Location:**  Atlanta, GA |
| **Fulton County Juvenile Court/ Family & Children Services Division** | **Job Description:**  Attending in-person and zoom hearings, writing summaries of hearings, drafting proposed Orders, legal research,  **Qualifications:**  Law Student: Rising 2L, Rising 3L  Friendly, willing to learn, familiar with Zoom, Word, Adobe, Excel; communicating with other attorneys and courthouse personnel, organized  **Location:**  Atlanta, GA |
| **Fulton County Juvenile Court-Judge Scales** | **Job Description:**  A judicial intern will have the following opportunities over the summer: In-court observation of delinquency and dependency proceedings, research projects including memorandums of findings/research, order editing and drafting, assistance with case tracking, and attend court related meetings.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  Above-average writing and editing skills are helpful.  **Location:**  Atlanta, GA |
| **Fulton County Juvenile Court-Judge Turner** | **Job Description:**  Interns will work in Chief Judge Renata Turner's chambers, supervised by the staff attorney. Interns will be able to observe delinquency and dependency cases and learn about the court process, including being able to ask questions about and learn about ongoing cases in real time. Interns will have the opportunity to improve their research skills, including briefing new cases decided in Georgia. Interns can work with the supervisor on projects that fit their interests and goals within child welfare law. There are also opportunities to connect with other offices within juvenile court to learn about what their roles are such as the mental and behavioral health department, CASA, other attorneys, and different court partners.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  Ideal qualifications include strong research skills, an open mind to learn about the issues facing the youth we service and strong writing skills. Some knowledge of juvenile court or child welfare law is helpful, though not required.  **Location:**  Atlanta, GA |
| **Fulton County Office of the Child Attorney** | **Job Description:**  Interns directly will assist Child Attorneys in preparing for all stages of litigation and follow up on behalf of children who are the subject of dependency proceedings brought by the Fulton County Division of Family and Children Services (DFCS) or by private individuals. Interns will work on both new and ongoing cases at various stages, including probable cause hearings, adjudications, permanency reviews, termination of parental rights (TPR) hearings, and post-TPR reviews.  Interns can expect to begin with basic projects and assignments, gradually adding more specialized and complicated assignments as they gain experience. Interns who have met the requirements of Georgia's student practice rule will be assigned a small caseload and make court appearances under the supervision of a Child Attorney. The duties and responsibilities of the Interns will include:  (1) interviewing clients, parents, case managers and other persons with relevant information;  (2) assisting with the drafting of pleadings, motions, appeal briefs and other trial and post trial documents;  (3) initiating and following up on investigation requests;  (4) reviewing case files, Citizen Review Panel reports, CASA reports, medical records and other relevant documents and summarizing pertinent information from said documents;  (5) conducting legal research and keeping up with case law applicable to dependency issues;  (6) locating and recommending appropriate support services to children and their families;  (7) performing child placement visits;  (8) attending specialized meetings and reviews including, but not limited to, Family Team Meetings, Transitional Meetings, Child Fatality Review, Child Abuse Intervention Team (CAIT), Family Treatment Court, Citizen Review Panels, and various school staffings;  (9) assisting administrative staff with pre-court file preparation and management including, but not limited to inputting case and hearing information into the Office's case management reporting system (JCATS); and  (10) observing and documenting dependency proceedings at Fulton County Juvenile Court.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  Ideal qualifications include strong research skills, an open mind to learn about the issues facing the youth we service and strong writing skills. Some knowledge of juvenile court or child welfare law is helpful, though not required.  **Location:**  Atlanta, GA |
| **Fulton County Public Defender** | **Job Description:**  Our office represents parents who have pending matters involving DFCS removal of their children. JD candidates will be able to work directly with our clients assisting in preparation of their cases, researching and drafting legal issues and appearing in court with clients. MSW candidates will assist with support to clients who are struggling with issues to include homelessness, mental health and substance abuse issues. The MSW candidate will also assist with developing connections with agencies in the Atlanta area that can provide continued support to our office.  **Qualifications:**  Law Student-rising 2L, MSW  A strong interest in helping our marginalized clients navigate the dependency removal process. The internship is in person at the Fulton County Juvenile Court. There is free parking at the court; the courthouse is accessible via Marta. No vehicle is required for the position.  **Location:**  Atlanta, GA |
| **Georgia Advocacy Office, Inc.** | **Job Description:**  The law student intern will be immersed in all facets of the GAO's work with children. The intern will be afforded the opportunity to meet with children and/or the family/guardian in their homes or institutional placement. The intern will engage in direct client contact, reviewing records, researching case law, and attending depositions and court hearings as they arise. Reimbursement for travel will be provided.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  Sense of identification with people with disabilities; knowledge of disability rights laws - Americans with Disabilities Act, Medicaid, and EPSDT provisions.  **Location:**  Decatur, GA |
| **Georgia Office of the Child Advocate** | **Job Description:**  The intern will support OCA's Quality Legal Representation programs, which include centralizing resources for child lawyers, administering legal representation quality assurance and improvement programs at the county level, and investigating and resolving complaints about the quality of legal representation being provided to children involved with Georgia's child welfare system. The project will provide the intern with the opportunity for court observation and attendance at multidisciplinary child welfare law trainings. Applicant will produce tangible work product in the form of memoranda or legislative advocacy materials.  **Qualifications:**  Law Student-rising 3L  Applicant should have an understanding of attorney ethics and basic knowledge of child welfare law and dependency proceedings; Applicant should have exceptional research and writing skills and should be familiar with the role of a government ombudsman.  **Location:**  Alpharetta, GA |
| **Glynn County Juvenile Court** | **Job Description:**  Intern will conduct legal research on cases researches and analyzes law, investigates facts and law of cases and applies law to facts presented by cases reaches conclusions, attend dependency and delinquency hearings, listen to arguments of counsel, observe oral/written legal arguments and determines whether arguments have merit. Prepares drafts of orders, prepares or completes carious forms, reports, correspondence proposed judicial orders, legal memoranda or other documents. Communicates with supervisor, employees, other departments, judges, attorneys, court personnel law enforcement personnel, other law enforcement agencies, outside agencies, the public, the media and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  **Location:**  Brunswick, GA |
| **Griffin Judicial Circuit Juvenile Court** | **Job Description:**  The Griffin Judicial Circuit is comprised of Fayette, Pike, Spalding, and Upson counties. Interns will have an opportunity to participate in a hybrid of remote and office work that. An intern will work closely with Judges and their staff. Interns will have an opportunity to: Research legal issues, prepare legal memoranda and case summaries, and review motions submitted by parties; Assist Judges in preparing orders; Attend delinquent and dependency court proceedings; and Attend programing and community outreach meetings.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  A successful intern will possess the following skills: Ability to communicate clearly and effectively; Strong legal research and writing skills; Computer literacy; Ability to work independently to meet deadlines; Flexible and adaptable to schedule changes; Innovative problem solving skills; Discretion, as the court deals with sensitive subject matters; and Eagerness to learn.  **Location:**  Griffin, GA |
| **Gwinnett County Juvenile Court** | **Job Description:**  Working alongside judicial Staff Attorney to observe dependency and TPR matters, along with drafting ORDERS from said matters.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  Strong writing skills.  **Location:**  Lawrenceville, GA |
| **Hall County Juvenile Court** | **Job Description:**  Summer Law Clerks will conduct in-depth legal research to support the four Hall County Juvenile Court Judges in matters related to dependency, delinquency, and administration. These clerks will assist the Judges in a variety of tasks, including research, analysis, and drafting of orders. Additionally, they will perform other related duties as assigned by the Judges. Summer Law Clerks will collaborate regularly with Judicial Law Clerks and Judges to ensure the accuracy and correctness of completed tasks. They will also prepare comprehensive legal memoranda, briefs, pleadings, and other relevant documents. Summer Law Clerks will engage in thoughtful discussions with the Juvenile Court Judges to review and analyze legal points.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  Good practical, analytical legal research and writing abilities. Ability to communicate effectively, both verbally and in writing. Ability to apply sound research concepts. Ability to comprehend and follow oral written instructions. Ability to recognize the importance of confidentiality. Currently enrolled in law school as a rising 2L or 3L student.  **Location:**  Gainesville, GA |
| **Macon Circuit Juvenile Court** | **Job Description:**  A law student intern in Juvenile Court would typically engage in a range of activities that support both legal research and court proceedings, aimed at helping to protect children's welfare, addressing delinquency, and supporting families. Here are some of the common types of work they might undertake: 1. Legal Research and Writing - Conduct legal research on statutes, case law, and procedural rules related to juvenile justice. - Prepare memoranda, motions, and briefs for cases involving child welfare, neglect, dependency, or delinquency. - Draft summaries or recommendations for cases that may be presented to the judge. 2. Case Preparation and File Review - Review case files, including previous court orders, reports from social workers, school records, and mental health assessments. - Organize case documents and prepare case summaries, identifying key facts or issues for upcoming hearings. - Analyze evidence and testimony to help build arguments or identify potential areas for questioning. 3. Observation and Support in Court Proceedings - Attend hearings, trials, and detention hearings to observe court proceedings. - Assist attorneys or judges by taking notes, managing exhibits, and tracking procedural developments. - Review and help draft recommendations for dispositions or interventions, based on the needs of the juveniles involved. 4. Client and Family Interaction - Help prepare juvenile clients and their families for court proceedings, including explaining legal rights and processes. - Engage with social workers, probation officers, or counselors to gather information on a child’s circumstances or progress. - Conduct intake interviews and follow-up communications, under supervision, to ensure case information is accurate and current. 5. Policy and Program Development - Research best practices and legal standards in juvenile justice and welfare. - Assist in developing or revising court policies and programs aimed at rehabilitation, diversion, or family support. - Work on special projects, such as developing educational materials for youth and families or helping organize workshops. 6. Community and Outreach Programs - Collaborate with community organizations, schools, and mental health services to support initiatives focused on juvenile rehabilitation. - Participate in juvenile diversion programs, helping youth avoid court proceedings by meeting specific program goals. - Assist in organizing family support programs or educational workshops designed to provide tools for better decision-making and support for youth. Interns in Juvenile Court play an essential role by supporting the court’s mission of focusing on rehabilitation over punishment, ensuring that proceedings serve the best interest of children and families involved. Transportation is required to get to and from the courthouse. Juvenile Court will not reimburse for travel in personal vehicle as there are no other travel requirements.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  For a law student intern in Juvenile Court, a mix of technical legal knowledge, interpersonal skills, and an understanding of the juvenile justice system are all valuable. Here are some essential and ideal skills and knowledge areas for success in this role: 1. Legal Research and Writing Skills (Essential) - Strong Research Skills: The ability to research statutes, case law, and legal precedents related to juvenile law. - Effective Writing: Clear, concise legal writing for drafting memos, briefs, motions, and case summaries is crucial. - Attention to Detail: Important for reviewing case files, documenting evidence, and preparing court documents accurately. 2. Knowledge of Juvenile Law and Family Law (Ideal) - Understanding of Juvenile Law: Familiarity with laws governing juvenile delinquency, child welfare, dependency, and custody issues. - Familiarity with Family Dynamics and Trauma: Knowledge of child development, trauma, and the impact of family dynamics on youth behavior. - Confidentiality and Ethics: A strong understanding of ethical obligations, especially related to minors’ privacy and confidentiality, is essential. 3. Interpersonal and Communication Skills (Essential) - Empathy and Active Listening: The ability to interact sensitively with children, teens, and their families, many of whom may be experiencing stress or trauma. - Professional Communication: Clear, respectful communication skills for interacting with judges, attorneys, social workers, and other court personnel. - Cultural Competency: An awareness of and respect for diverse cultural backgrounds to effectively serve the juvenile population. 4. Organizational and Time Management Skills (Essential) - File and Case Management: Ability to keep case files organized and maintain up-to-date notes, summaries, and deadlines. - Multi-Tasking: Strong time management to handle multiple cases, deadlines, and court appearances in a fast-paced environment. 5. Familiarity with Court Procedures and Protocols (Helpful) - Understanding of Courtroom Etiquette: Familiarity with how juvenile court operates, including the roles of judges, attorneys, and social services. - Knowledge of Hearings and Dispositions: Familiarity with procedural steps in juvenile cases, such as detention hearings, adjudications, and dispositions. 6. Conflict Resolution and Mediation Skills (Ideal) - De-escalation Skills: The ability to handle emotional or tense situations calmly, especially in interactions with youth and families. - Basic Mediation Skills: Useful for facilitating discussions among parties and helping youth understand their obligations and options. 7. Flexibility and Adaptability (Essential) - Adaptability: Juvenile court can be unpredictable; an intern should be comfortable adapting to shifting case priorities and changing schedules. - Ability to Work with Multiple Professionals: Interns may collaborate with social workers, probation officers, and mental health providers, so being a flexible team player is important. 8.Passion for Public Service and Social Justice (Ideal) - Commitment to Rehabilitation: A belief in rehabilitative approaches and a genuine interest in helping youth make positive changes. - Advocacy: An understanding of the broader social issues affecting juveniles, like poverty, education gaps, and community resources, can be very helpful. Possessing these skills and knowledge areas can enable interns to make a positive impact in the juvenile court system while gaining meaningful experience in the field of law and juvenile justice.  **Location:**  Macon, GA |
| **Paulding County Juvenile Court** | **Job Description:**  Observing dependency court proceedings, drafting orders, legal research, updating protocols. Will have access to the full array of juvenile court hearings, internal workings, and engaging with cross-over/dually enrolled youth in delinquency and dependency cases.  **Qualifications:**  Law Student: Rising 2L, Rising 3L  Strong writing skills; Keen observation; and boldness to ask many and good questions.  **Location:**  Dallas, GA |
| **Voices for Georgia's Children** | **Job Description:**  Research, writing, and analyst support.  **Qualifications:**  Law Student: Rising 2L, Rising 3L, MSW, MPH  Strong research and writing skills. Must be flexible and able to handle multiple tasks and pivot when necessary.  **Location:**  Atlanta, GA |
| **Fulton County Juvenile Court** | **Job Description:**  This position is for a judicial internship with Judge Yokom in Fulton County Juvenile Court. It would be a great opportunity for a law student who is interested in juvenile law and wants to learn more about both dependency and delinquency. Possible projects and work include: researching dependency and delinquency issues and drafting memos based your findings, observing court proceedings, and assisting with drafting and editing orders. Judge Yokom also presides over a delinquency diversion program, and there will be  opportunities to observe the program in action.  **Qualifications:**  Law Student: Rising 2L/3L  **Location:**  Atlanta, GA |
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