

Kansas Legal Services

Office location: 409 Poyntz Avenue, suite 201, Manhattan, KS 66502

Unpaid Internship- 2 positions available

Internship opportunities are available during the Spring, Summer, and Fall semesters. An Intern will be expected to have between 5-10 hours available a week. There are 4 aspects each intern will complete.

1. Each intern will be able to shadow an attorney during a court hearing or trial. The intern will be able to see firsthand the process of trial preparation and trial advocacy.
2. Each intern will have an opportunity to assist in document preparation. The intern will be able to review and participate in the process of creating a legal document and understand the aspects of how the law and document drafting connect.
3. Each intern will be able to have an opportunity to conduct applicant interviews. Interns will be taught how to interview potential clients and participate in information gathering.
4. Each intern will complete a project during the span of the internship. This project will be determined between the intern and supervisor. Projects will be geared toward showing tangible benefits of your efforts as an intern that you will be able to share about your experience. Examples of projects include: creating a brochure, handout, or presentation on a particular topic of law, organizing a fundraising event, article writing, etc.

Prospective interns will show an understanding of confidentiality and be able to sign a confidentiality agreement. Please submit resume and a reference to petrikc@klsinc.org

Application deadlines:

For Spring (February- April 30th): December 1st. Interviews will take place the first full week of December.

For Summer (June- August 30th): May 1st. Interviews will take place the first full week of May.

For Fall (September- November 30th): August 1st. Interviews will take place the first full week of August