

COOK COUNTY SHERIFF'S OFFICE



Job Title	Cook County Sheriff Office - Legal Intern
Summary	The Cook County Sheriff's Office is currently seeking law students in their 2L or 3L year to join the Legal and Labor Affairs Department as Legal Interns. This will be a paid Internship and the hours required would be a minimum of 10-15 per week. The Intern will work under the direct supervision of Legal staff and legal assignments may include research related to labor affairs, criminal procedure and/or criminal justice policy.
Minimum Qualifications	<ul style="list-style-type: none">• Must be a current 2L or 3L enrolled in an accredited law school• Strong legal research and writing skills• Commitment of 10 to 15 hours per week• Ability to start immediately (following applicable background screening)
Recommended Qualifications	<ul style="list-style-type: none">• Ability to interpret statutes and case law and apply to current department policies• Interest in public sector work• Completion of Criminal Procedure, Labor Law, and/or Constitutional Law course
Location of Internship	Richard J. Daley Center 50 W. Washington Street Chicago, IL 60602
Duties of Internship	<ul style="list-style-type: none">• Performing various legal research projects, including but not limited to civil rights litigation, employment litigation, labor law, administrative law, criminal procedure, intergovernmental agreements, freedom of information request and/or criminal justice policies• Drafting research memos• Analyzing department policies with the goal of incorporating recent statutory amendments

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Schedule	The Intern and Legal Department may work out a schedule depending on Intern's course load. Required time commitment is 10-15 hours per week, beginning immediately. Also, any internship hours shall be conducted during business hours (i.e. between 09:00 a.m. and 5:00 p.m.).
Application Requirements	Must submit the following to be considered: Resume Cover Letter Official Transcript
Application Period	Ends _____. Please send cover letter, resume, and transcript to the following email CCSO.Internship@cookcountyil.gov .