

443rd District Court

Internship Programs

The 443rd District Court is accepting applications for the Court's Distance Internship Program and Summer Judicial Internship Program. Applicants must be in law school or college. Preference will be given to law students from Ellis County, Texas. Both programs are non-paying internships.

Distance Internship: Working during the school year, assisting the court with legal research and brief writing, and researching issues related to docket management. Assist the court coordinators with projects that can be completed remotely.

Summer Internship Program: Interns work as part of a team under the supervision of the 443rd District Judge and the court coordinators. Interns selected for the program will receive training and supervision in legal research and writing and will perform hands-on work with the Judge and staff of the court. Interns assist the Judge with general legal research, analysis, and writing, and will participate in administrative meetings and staffing. Interns will be required to attend jury selection and court hearings, submitting a brief to the Judge about facts and issues noticed during case observations. Interns will also have the opportunity to visit other courts, departments and defense attorneys as time permits.

Application Process: Applicants should submit a single electronic pdf file including: (1) a cover letter; (2) resume; (3) law school transcript or college transcripts; (4) writing sample, if available; and (5) the names of two references or two letters of recommendation. Applicants should specify whether they are applying for a distance internship or summer internship. Applications may be submitted by e-mail at 443dc.coordinator@co.ellis.tx.us, subject line: Internship Application. Applicants requesting college or law school credit for their internship must send required paperwork with their application. Incomplete applications may not be considered or may be supplemented by the applicant in a timely manner or at any time at the discretion of the Court. Interviews will be held by invitation only. Please call the Court at 972-825-5284 with any questions.

The Court is an "at-will" employer and nothing in this posting creates a right that alters the at-will relationship. The Court is an equal opportunity employer and in compliance with the Americans with Disabilities Act, any request for reasonable accommodations needed should be communicated by the applicant to the Court in the application process.