AIR FORCE JAG CORPS  
2016 SUMMER ‘LAW CLERK’ INTERNSHIP

The Air Force Judge Advocate General’s Corps is seeking applications for our PAID 2016 summer internship program. As an intern, you will gain hands-on experience in diverse areas of legal practice while learning more about the Air Force JAG Corps. Positions are available for full-time work for 10-12 weeks during the summer of 2016.

Description of Duties
As an intern, you will work under attorney supervision in numerous practice areas of the JAG Corps including, but not limited to:

- Preparing criminal and civil cases by conducting legal research, writing briefs and opinions, conducting investigations and interviewing witnesses
- Assisting attorneys who counsel and represent Airmen, their family members and retirees in personal legal matters in areas such as family law, estate planning, landlord-tenant law, tax, bankruptcy, immigration and naturalization law.
- Supporting attorneys in other areas, such as federal tort claims, government procurement law, employment law, international law, and environmental law.

Requirements
- U.S. Citizen (birth or naturalization)
- Enrollment in an ABA Approved Law School
- Available to work 10-12 weeks in the summer
- Be able to obtain a Common Access Card through a security clearance

How to Apply
- Apply online at www.USAJobs.gov
- Locate the position using “Air Force Law Clerk”
- 2Ls apply to position #617976. 2L receive GS-9, Step 1 compensation rates
- 1Ls apply to position #617978. 1L receive GS-7, Step 1 compensation rates
- Required Documents
  - Resume (limited to 1 page)
  - Occupational Questionnaire completed in USAJobs.gov
  - Unofficial Transcripts (undergraduate & law school)
  - Geographic Preferences Memorandum (see base locations at www.airforce.com)
- *Internship placements are governed by the needs of the Air Force and the geographic preferences of the applicant. 2016 externship applicants must reapply to be considered for a paid position.

NOTE: All positions are subject to the availability of funds. We will not accept mailed, emailed or faxed applications.