

Immediate Opening: Fall 2025 Law Clerk Position (Paid)**ABOUT THE ORGANIZATION**

The Center for Gender and Refugee Studies (CGRS), based at UC Law San Francisco, is seeking law student candidates for a Fall 2025 Law Clerk position. CGRS provides legal expertise, training, and resources to attorneys representing asylum seekers, advocates to protect refugees, advances refugee law and policy, and uses domestic, regional and international mechanisms to address the root causes of persecution. For more information about CGRS, visit <https://cgrs.uclawsf.edu/>.

JOB DESCRIPTION

Law clerks are involved in the full range of CGRS's work, and work closely with CGRS lawyers and staff in other projects as needed. For example, projects might include:

- Researching and writing on key legal issues
- Assisting in the various stages of litigation including in front of immigration courts, the Board of Immigration Appeals, federal courts of appeals, federal district courts, or international fora
- Analyzing emerging asylum law trends
- Developing training and technical assistance materials
- Assisting with frontline provision of technical assistance and data collection
- Conducting national policy work
- Engaging in international human rights projects

Given our small office and high volume of work, law clerks must be able to work with minimal supervision. The position can be remote, in-person, or hybrid. We offer compensation at the current law student hourly rate.

QUALIFICATIONS

- Availability of a minimum of 10 hours per week for 10 weeks (start/end dates to be agreed upon)
- Demonstrated commitment to human rights and social justice
- Strong research and writing skills
- Experience or background in asylum or international human rights law
- Completion of related coursework strongly preferred (position only available to 2L and 3L candidates – please indicate on resume or cover letter what related courses you have taken)
- Ability to work independently and within a team
- Ability to protect the confidentiality of our work and our communications
- Fluency in Spanish is desirable, but not required

APPLICATION PROCEDURE

Applications will be reviewed on a rolling basis until the position is filled. Please submit a short cover letter, resume, writing sample (5-10 pages), and list of 2-3 references to CGRS Associate Director of Litigation, Neela Chakravartula via email at neela@uclawsf.edu with the subject line "Fall 2025 Law Clerk Position." The cover letter should explain how your experiences relate to the mission and work of CGRS. Also please be explicit how many hours per week you are available to commit.

No phone calls, please.

CGRS is Equal Opportunity Employer committed to inclusive hiring and work culture. We strongly encourage applications from people of color, women, LGBTQ+ individuals, formerly incarcerated individuals, individuals with disabilities, and members of marginalized communities.

Federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please reach out if you require a reasonable accommodation to apply for a job. Examples of reasonable accommodation include making a change to the application process, providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.