

## Immediate Opening: Summer 2025 Law Clerk Position (Paid)

### ABOUT THE ORGANIZATION

The Center for Gender and Refugee Studies (CGRS), based at the University of California College of the Law, San Francisco, seeks law student candidates for our Summer 2025 Law Clerk positions. 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 <http://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 data collection and analysis of immigration case outcomes
- 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 may be remote. We would note that clerking with CGRS full-time over the summer, while not a prerequisite, is strongly preferred when we are considering candidates for post-graduate fellowships.

### QUALIFICATIONS

- Availability of 40 hours per week for 8-10 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, immigration, and/or international human rights law
- Completion of related coursework (asylum, immigration, human rights) strongly preferred
- 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

## **FUNDING**

We are committed to offering the best possible internship opportunities in an equitable manner. If the clerk is not able to get funding elsewhere or does not choose to get course or pro bono credit for the clerkship, we offer an hourly rate consistent with a research assistantship.

## **APPLICATION PROCEDURE**

We will review applications on a rolling basis starting October 1, 2024, so we encourage applicants to submit them by that date. Please submit a short cover letter, resume, writing sample (5-10 pages), and list of 2 references to [CGRShires@uclawsf.edu](mailto:CGRShires@uclawsf.edu) with the subject line "Summer 2025 Law Clerk Position." The cover letter should be less than 1 page and explain how your experiences relate to the mission and work of CGRS. The resume should identify any relevant coursework and work experiences that will have been completed prior to the clerkship.

### **No phone calls, please.**

*CGRS is an 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.*