



## United States Attorney's Office Legal Extern Program The Southern District of Ohio



### **Description:**

The Office of the United States Attorney for the Southern District of Ohio is responsible for the prosecution of all federal crimes in southern Ohio. There are branches in Cincinnati, Columbus, and Dayton. The office also represents the United States and its departments and agencies in affirmative and defensive civil proceedings filed in U.S. District Court and in the U.S. Court of Appeals for the Sixth Circuit. Volunteer Legal Interns assist in the prosecution and defense of both criminal and civil cases in District Court, the Court of Appeals, and the U.S. Bankruptcy Court. Legal Interns can expect to research and write motions and memoranda in pending cases; to research legal issues for indictments and investigations; to assemble exhibits for trial; to observe hearings and trials of cases on which they are working or in which they are interested.

### **Locations:**

Dayton, Cincinnati, and Columbus

### **Application Materials:**

(1) Resume, (2) writing sample, (3) transcript, (4) three references (names, contact information, and relationship to applicant), and (5) cover letter indicating: (a) city in which student is interested; (b) dates when available, and (c) telephone number(s) where student can be reached both during the day and in the evening.

### **Qualifications:**

Must be a U.S. citizen. Will be subject to a background investigation due to the sensitive nature of the work performed by the U.S. Attorney's Office. 1L's may apply. However, having completed courses in Civil Procedure, Constitutional Law, Criminal Law, Criminal Procedure, Evidence, Legal Research and Writing, and Torts is preferred.

### **Application Deadline:**

Open until filled. Students must apply at least five weeks in advance of the semester they wish to work in, to allow time to complete the background check.

#### **Columbus**

U.S. Attorney's Office  
303 Marconi Boulevard  
Suite 200  
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614-469-5715

#### **Program Director:**

Chris Yates

#### **Contact:**

[cyates@usa.doj.gov](mailto:cyates@usa.doj.gov)

#### **Cincinnati**

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212 E. Fourth Street  
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Cincinnati, OH 54202  
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#### **Program Directors:**

Matthew Horwitz &  
Anthony Springer

#### **Contact:**

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#### **Dayton**

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#### **Program Directors:**

Christina Mahy &  
Jade Smarda

#### **Contact:**

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