



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

City of Scranton Legal Internship – Summer 2023

The [City of Scranton Law Department](#) seeks forward-thinking, public-spirited law students for a Legal Internship.

Legal Internship

- **Time Commitment:** 35+ hours/week, minimum 10 weeks, start date is flexible
 - Applicants interested in a part-time internship will also be considered
- **Eligibility:** Current law student or recent law school graduate
 - Graduate students in public policy or a similar field will also be considered
- **Location:** Remote and/or in person
- **Duties:**
 - Research legal questions on a range of municipal powers and activities
 - Provide legal and policy assistance on city projects, such as civil rights, environmental policy, taxes, public safety, and community development
 - Meet with city officials, outside counsel, and other stakeholders on behalf of the Law Department
 - Support other departments' efforts in the areas of your interest
 - Other duties as assigned
- **Description:** Intern will report to the Solicitor and/or First Assistant Solicitor. The internship is unpaid; however, the Law Department is committed to providing a fulfilling and educational internship experience tailored to the intern. Intern will check in with supervisors as needed. Supervisors will make themselves available for mentorship, feedback, and other professional development support, during the internship and beyond. Supervisors will support applications for academic credit or outside funding.
- **Ideal Candidate:**
 - Looking for general counsel experience
 - Public interest work experience (government and/or non-profit)
 - Able to research independently across federal, state, and municipal law (with appropriate guidance)
 - Doesn't accept "that's the way it's always been done" as a reason
 - Eager to make a difference for the City of Scranton's residents

To apply, please email your resume with the email subject line "City of Scranton Legal Internship Summer 2023" and, in the body of your email, a brief cover letter (3-4 sentences is sufficient) to First Assistant Solicitor Andrew Cutillo at acutillo@scrantonpa.gov. All applications will be considered, and interviews will be granted, on a rolling basis. Applicants are encouraged to submit promptly, and applicants of all backgrounds are encouraged to apply.