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DOJ Internship Early Graduate Students Of Position Program 2025

Description

The Department of Justice (DOJ) Internship – Early Graduate Students Position Program is designed to provide early graduate students with an opportunity to gain practical experience in legal and public service functions within the DOJ. Interns will assist in the implementation of legal policies, research, and case management, contributing to the Department’s mission of ensuring justice, fairness, and the rule of law. This program is ideal for individuals pursuing advanced degrees in law, criminal justice, or related fields, seeking hands-on experience in a federal agency environment.

Responsibilities

- Assist DOJ attorneys with legal research and analysis of case law, statutes, and regulations.
- Prepare legal documents, such as memos, briefs, and case summaries, under supervision.
- Support ongoing investigations by collecting, reviewing, and organizing evidence.
- Aid in drafting policy recommendations and reports on legal and procedural matters.
- Attend court hearings, trials, and other legal proceedings as an observer.
- Assist in managing case files, ensuring compliance with legal standards and deadlines.
- Participate in meetings with DOJ staff and stakeholders, taking notes and contributing to discussions.
- Provide administrative support in legal departments, including maintaining records and coordinating schedules.
- Help identify legal trends and issues that may impact DOJ practices and policy.

Qualifications

- U.S. citizenship.
- Enrollment or recent graduation (within the last 12 months) from an accredited graduate program in Law, Criminal Justice, Public Policy, or related field.
- GPA of 3.0 or higher.
- Ability to work full-time or part-time (depending on program details) during the internship period.

Experience

- Previous internship experience, volunteer work, or academic involvement in law enforcement, legal research, or government policy is a plus.
- Familiarity with legal research tools and databases, such as Westlaw or LexisNexis, is an advantage.
- Experience with case management or administrative duties is a plus.

Hiring organization

DOJ Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Law Enforcement

Job Location

Washington, D.C., United States, 20001,, Washington,, D.C.,, United States,

Working Hours

8

Base Salary

10

Date posted

February 21, 2025

Valid through

29.01.2026

Skills

- Strong legal research, writing, and analytical skills.
- Excellent verbal and written communication abilities.
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint) and legal research software.
- Strong organizational and time-management skills.
- Ability to work collaboratively in a fast-paced, professional environment.
- Attention to detail and a commitment to maintaining confidentiality.
- Ability to adapt to new tasks and legal concepts quickly.

Job Benefits

- Paid internship (stipend or hourly wage based on location and funding).
- Direct experience working with DOJ attorneys and staff in federal law enforcement.
- Exposure to high-profile legal cases and important policy decisions.
- Opportunity for mentorship and networking with professionals in the legal and public service fields.
- Insight into the workings of the federal justice system.
- Access to professional development opportunities, including workshops and seminars.
- Consideration for future employment with the DOJ based on performance during the internship.

How To Apply

- Visit the DOJ Careers website to start your application.
- Upload your current resume and a cover letter detailing your interest in the program and your qualifications.
- Provide official transcripts from your graduate program.
- Complete the online application form and ensure all required documents are submitted.
- Ensure you meet the eligibility criteria, including passing a background check.

[Job Vacancies Portal Here:](#)