

CITY OF OAKLAND



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NOTICE OF RECRUITMENT OFFICE OF THE CITY ATTORNEY, CITY OF OAKLAND SUMMER LAW CLERKS – 2022

The Oakland City Attorney's Office is accepting applications from law students for full-time and part-time summer Law Clerk positions. We also accept applications for clinical semesters and volunteer fall and spring Law Clerks.

The Oakland City Attorney's Office provides legal representation and advice to all City departments, the Mayor, City Administrator, City Council, and City boards and commissions. The Office defends the City in litigation and handles writ petitions and appeals. The Office also has a substantial and cutting edge affirmative litigation practice, bringing actions on the City's behalf and on behalf of the People of the State of California to secure social, economic, and environmental justice for all Oakland residents; and pursues and co-sponsors policy initiatives and laws.

Litigation matters may include cases in state and federal court involving civil rights claims, personal injury, land use and planning issues, contract disputes, and employment claims. Advisory and transactional matters may include labor relations, employment law, civil rights, constitutional law, land use and planning, municipal finance and taxation, real estate, election law, as well as other areas of municipal law.

The City Attorney's Office seeks to attract law clerks who are excited about the challenging and cutting edge work that we do. The City Attorney seeks to foster and maintain a diverse and inclusive work environment, where people of all backgrounds and experiences can thrive.

Interested Summer Law Clerks should e-mail a cover letter, resume, one writing sample and three references to Shavonda Early at searly@oaklandcityattorney.org. Applications will be accepted and reviewed until **January 15, 2022**. No prior municipal law experience is required.

Please note that the summer Law Clerk positions are full-time (37.5 hours per week). However, a part-time schedule may be approved. **Due to budget constraints, these positions are available only on a work-study, volunteer or academic credit basis.** Fall and spring Law Clerk positions are part-time and may be staffed on a volunteer or academic credit basis. We do not have a minimum time commitment for our Law Clerks but do request reasonable notice of departure.