

ROGER WILLIAMS UNIVERSITY
SCHOOL OF LAW

**EXTERNSHIP PROGRAMS
AND
CLINICAL LEGAL EDUCATION**

Fall 2008

APPLICATION DEADLINE:

**April 8, 2008
by 4:00pm**

FOR MORE INFORMATION, CONTACT:

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PUBLIC INTEREST EXTERNSHIP PROGRAM

Law students enrolled in the Roger Williams University School of Law Public Interest Legal Externship Program are assigned to a public interest placement site in Rhode Island (or Massachusetts) for a semester. Placement sites generally available include:

- **Bristol County District Attorney's Office (Fall River, MA)**
- **Committee for Public Counsel Services (New Bedford, MA)**
- **Conservation Law Foundation**
- **Community Mediation Center of RI**
- **Defense Institute of International Legal Studies**
- **Immigration Law, Education and Advocacy Project (Fall River, MA)**
- **International Institute of RI (Spanish speaking REQUIRED)**
- **Legal Assistance Corporation of Central MA (Worcester, MA)**
- **Naval Justice School**
- **Office of the Legal Counsel to the RI Governor**
- **Providence Law Department**
- **RI Department of Administration (includes placements at all state agencies such as the RI Department of Business Regulation, the RI Department of Environmental Management, and the RI Office of Labor Relations)**
- **RI Department of the Attorney General (Civil or Criminal)**
- **RI Legal Services**
- **Rhode Island Medical-Legal Partnership for Children (through RI Legal Services)**
- **RI Office of the Child Advocate**
- **RI Office of the Mental Health Advocate**
- **RI Public Defender**
- **South Coastal Counties Legal Services (Fall River or New Bedford, MA)**
- **United States Attorney for the District of Rhode Island**

Supervisors are encouraged to involve students in as many aspects of the practice as possible. Student externs generally conduct legal research, prepare memoranda of law, and, in some placements, participate in administrative, trial or appellate proceedings as senior law students under the supervision of a supervising attorney pursuant to "Rule 9" of the Rhode Island Supreme Court Rules on Admission to Practice Law or "Rule 3:03" in Massachusetts. Other placements focus more on legislative issues or legal policy, and may not provide litigation opportunities. Students should review the attached list of placements and should research placements before making selections. The Feinstein Director is available to discuss placement options with students to insure that the most appropriate office is chosen for each student.

Students are required to enroll in the Public Interest Lawyering and Ethics seminar which meets once each week.

The program requires that each student extern spend approximately two full days (180 hours/semester) per week in the assigned governmental law office or non-profit legal services organization. The specific schedule shall be determined upon approval of both the supervising attorney and the law school's Director of the Feinstein Institute for Legal Service. Additional out-of-office time may be required for research and preparation of memoranda and other work product. The program requires that each supervising attorney actively supervise the work of the student extern

by providing orientation, assignment review, feedback, and performance evaluation on a weekly basis.

The program is designed to encourage students to become reflective lawyers by engaging in self-directed learning. Students are required to take an active role in designing their educational experience by setting personal and professional goals and reflecting on the experience throughout the semester. Student externs are required to meet with the Feinstein Director at the beginning, middle, and end of the semester and to provide weekly reflective essays to the Director of the Feinstein Institute throughout the semester. Student externs are required to complete a mid-semester self-evaluation in preparation for a mid-semester conference with the Feinstein Director and supervising attorney mid-way through the semester. Student externs are required to provide a final evaluation of the externship and program to the Feinstein Director.

Student externs will earn three (3) semester hours ungraded (pass-fail) of academic credit for each semester satisfactorily completed in the Public Interest Externship Program. In addition, the student externs will earn two (2) semester hours of graded credit for satisfactory completion of Seminar: Public Interest Lawyering and Ethics in which they must concurrently enroll during their semester in the Public Interest Externship Program.

Rhode Island Medical – Legal Partnership for Children

The Rhode Island Medical-Legal Partnership for Children (RIMLPC) is a medical-legal collaborative that provides legal services to low-income families at Hasbro Children's Hospital. RIMLPC partners include Brown Medical School, Hasbro Children's Hospital, Project HEALTH, Rhode Island Legal Services, and Roger Williams University School of Law. Student externs work under the supervision of an attorney from RI Legal Services to provide legal services to families at the hospital. The goal of the program is to improve child health and well-being by addressing some of the legal problems faced by low-income families that impact health, such as housing, benefits, educational rights, and immigration.

Students have the opportunity to conduct legal intakes, assist with casework, and participate in legal education workshops for medical providers. The RIMLPC externship offers students the unique opportunity to work in an interdisciplinary setting, which includes doctors, medical students, lawyers, and social workers. Students who are externs at RIMLPC in the fall semester take the co-requisite seminar, Poverty, Health and the Law: The Medical-Legal Collaborative, in which some sessions are held jointly with Brown Medical School (see description on Page 4). Students who are externs at RIMLPC in the Spring semester should enroll in the Public Interest Lawyering and Ethics Seminar.

JUDICIAL EXTERNSHIP PROGRAM

Law students enrolled in the Roger Williams University School of Law Judicial Externship Program are assigned to assist judges in both state and federal trial and appellate courts. Placement sites generally available include: **Rhode Island Superior Court; Rhode Island Supreme Court; United States District Court; United States Bankruptcy Court; and the United States Court of Appeals for the First Circuit.** During their semester in the program, the student externs conduct legal research, prepare memoranda of law, observe trial and appellate proceedings, participate in discussions with the court, and perform the duties of a judicial law extern under the supervision of the assigned judge. The program is designed to enrich the student law extern's legal education and to advance his/her professional development by providing a structured and meaningful opportunity to complete a variety of legal tasks in the chambers of a judicial officer.

Student externs are required to enroll in the Judicial Process and Ethics Seminar which meets once each week.

The program requires that each student extern spend approximately two full days (180 hours/semester) each week in chambers. The specific schedule shall be determined upon approval of both the assigned judge and the law school's Director of the Feinstein Institute for Legal Service. Additional out-of-chambers time may be required for research and preparation of memoranda and other work product. The program anticipates that each judge will actively supervise the work of the student extern by providing orientation, assignment review, feedback, and performance evaluation on a regular basis.

The program is designed to encourage students to become reflective lawyers by engaging in self-directed learning. Students are required to take an active role in designing their educational experience by setting personal and professional goals for the experience and reflecting on the experience throughout the semester. Student externs are required to meet with the Feinstein Director at the beginning, middle, and end of the semester, and to provide regular journal entries to the Director of the Feinstein Institute throughout the semester. Student externs are required to complete a mid-semester self-evaluation in preparation for a mid-semester conference with the Feinstein Director and supervising judge mid-way through the semester. Student externs are required to provide a final evaluation of the externship and program to the Feinstein Director.

Student externs will earn three (3) semester hours of ungraded (pass-fail) academic credit for each semester satisfactorily completed in the Judicial Externship Program. In addition, the student externs will earn two (2) semester hours of graded credit for satisfactory completion of the Judicial Process and Ethics Seminar in which they must concurrently enroll during their semester in the Judicial Externship Program.

EXTERNSHIP SEMINAR DESCRIPTIONS

SEMINAR: Judicial Process and Ethics

This two (2) credit course which must be taken in conjunction with the Judicial Externship Program examines the role of the trial and appellate court judge in making law and accomplishing justice. Significant emphasis is placed on the forces influencing judges in the exercise of their office and on the legal and ethical constraints upon their behavior. The interaction between the judge and the judicial law extern is also examined. The seminar requires a substantial writing component which may be used to satisfy the writing requirement with prior approval from the Professor.

SEMINAR: Public Interest Lawyering and Ethics

This two (2) credit course which must be taken in conjunction with the Public Interest Lawyering Externship program examines the role of the lawyer in governmental or public interest legal practice. This course will examine different models of public interest lawyering, legal and ethical constraints upon the public interest lawyer, and issues of justice for low-income clients. The seminar requires a substantial writing component but it may NOT be used to satisfy the writing requirement.

SEMINAR: Poverty, Health and the Law: The Medical/Legal Collaborative

This two (2) credit course which must be taken in conjunction with the Public Interest Externship at the Rhode Island Medical-Legal Partnership for Children strengthens students' understanding of the benefits and problems that arise from interdisciplinary practice. Three of the sessions are co-taught with a professor from Brown Medical School and law students and medical students work together on a case simulation. Students are exposed to legal issues raised by complex problems that threaten low-income children's health and the ethical concerns faced by lawyers and doctors in collaborative practice. This seminar is offered only in the fall.

CRIMINAL DEFENSE CLINIC

The Criminal Defense Clinic is broken into two components, one consisting of the direct representation of actual clients and one consisting of simulated exercises. The students in the clinic meet as a class for four (4) hours per week, but the clinical experience will probably be significantly more demanding in terms of time commitment than that time allotment or the assigned credit hours may imply. In addition, the students will be required to attend a full day orientation session at the beginning of the semester.

The direct representation component has students representing indigent criminal defendants in the District Court and Traffic Tribunal of the State of Rhode Island. The caseload will consist of misdemeanor and traffic offenses, including allegations of drug possession, petty theft, assault, domestic violence, disorderly conduct, drunk driving and breathalyzer refusal. Students will handle every stage of representation in each of their cases, which should include motion practice, discovery and investigation, negotiations, pre-trial litigation, and, when the case demands it, trial and appellate work.

In order to assure that each student will benefit from the collective experiences of the group, one two-hour class session each week will be devoted to group discussions of the active cases that the clinic is currently handling. Of course, the bulk of the direct supervision of each case will take place in individual meetings between the student assigned to the case and the faculty member.

Another two-hour class session each week will be devoted to the simulation component of the clinic, in which the students will handle each important stage of a criminal matter through the use of assigned problems. To the extent possible, these problems will be drawn from actual cases that the clinic is currently handling and will be timed in such a way that they will help serve as preparation for an actual activity. These simulated activities should provide an excellent supplement to the actual experiences that the representation component will provide, and should also be useful in filling in gaps that may be left uncovered by that component. Each student will be assured an experience with each significant element of criminal practice in the simulation component of the course. Some of what the students will do in this portion of the class will be videotaped, and those tapes will be used for student self-critique as well as for faculty critique.

Successful completion of this clinical experience will earn six (6) semester hours of academic credit.

COMMUNITY JUSTICE AND LEGAL ASSISTANCE CLINIC

The Community Justice and Legal Assistance Clinic has three components and is designed to provide students with multiple levels of legal experience. The first component consists of representing clients, most of whom are youths and/or their families. Each student will work with at least two individual clients during the semester, handling all stages of representation, such as interviewing, counseling, investigation, document drafting, courtroom advocacy, and negotiation. Types of cases vary, but may include: Foster care and adoption; parole and probation; child custody, visitation, and support; housing; consumer; education; or abuse and neglect. Students will appear in state district and family courts and in administrative proceedings. Regular individual and group supervision meetings are required, and all aspects of representation are supervised by clinical faculty.

The second component of the CJLA Clinic consists of interdisciplinary and community partnerships. Working with other professionals and community residents, students will engage in an assessment of needs and in creative problem-solving strategies to address the needs. CJLA Clinic participants will share legal knowledge and expertise to help identify systemic issues and possible solutions. Collaborative efforts will be made to achieve shared goals. Among those in partnership with the CJLA Clinic in these efforts are social workers, psychologists, psychiatrists, outreach workers, lawyers, faith ministers, educators, discharge planners, and corrections officials. Students may also work with residents groups and non-profit organizations. Some of this work will take place at community-based sites, such as Casey Family Services, the Adult Correctional Institution, and Meeting Street.

The classroom is the third component of the CJLA Clinic. Classes meet twice weekly for two hours. One class each week will be devoted primarily to developing lawyering skills and understanding the lawyer's role; the other will focus more heavily on substantive, policy and ethical issues. Some classes will be enriched by the presence of graduate students and professionals from other disciplines. Some will utilize student cases or projects as the basis for discussion. Teaching methods include simulation, problem solving exercises, discussion, panel presentations and site visits.

Students are awarded six hours of credit for this course.

Mediation Clinic

The Mediation Clinic is broken into two components, one consisting of fieldwork, where students will serve as both mediators for different types of disputes and as course planners and presenters in conflict resolution educational workshops. The second component will be classroom study, which will occur twice weekly in group sessions.

The fieldwork component of the clinic will consist of mediating small claims and landlord-tenant disputes at the Rhode Island District Court in Newport County and child custody and visitation matters in Rhode Island Family Court in Washington County. Each student will be expected to volunteer in court based on a rotating schedule approximately once every week on either a Monday or a Thursday morning. Students will also assist parties in conflict to reach resolution in a wide range of non-court annexed disputes, including landlord-tenant problems, neighborhood disputes, probate disputes, consumer complaints against local businesses, citizen-town government problems, school or workplace based conflicts, or other community sourced problems. Additionally, the students will be expected to participate as planners and presenters in a variety of conflict resolution education workshops. The workshops will support the East Bay community groups, school children, business groups or others by teaching them conflict resolution skills they can use on their own.

The classroom component of the clinic will address theoretical issues, such as the nature and sources of human conflict and methods to resolve, manage, and prevent disputes, as well as advanced training in communication facilitation techniques, reflective methods of conducting mediation sessions, dealing with challenges to maintaining neutrality, drafting agreements to mediate and agreements resolving mediated conflicts, family law and effective representation of clients in mediation. The second of the weekly sessions will be devoted to discussing the work of the clinic, including debriefing of mediated cases and other projects undertaken by clinic students. These classroom discussions will stress the ethical issues facing mediators and the lawyers representing parties in the mediation.

Students will be awarded six (6) semester hours of academic credit upon the successful completion of the course.

APPLICATION PROCESS

An information session on the Externship and Clinic programs will be held prior to the registration period. Each student who wishes to apply for either program must complete an Application for Clinical and Externship Programs and attach a writing sample and resume to it. The application must be returned to the Feinsein Institute for Legal Service by the application deadline.

Before applying, each student should consider whether registering for an externship or a clinic will cause him/her to exceed the number of clinical credits allowed (nine). In addition, students may not receive more than three credits for participating in an externship program or more than six academic credits for participating in an in-house clinical program. If any of these situations may occur, the student must request and receive a waiver from the Associate Dean prior to registering for the externship or clinic. Finally, any student whose cumulative grade point average is less than 2.00 may not register for any clinical program. (Student Handbook Section 706)

Priority for both programs is given to third-year day students and fourth-year evening students. A second-year day student or third-year evening student is eligible to apply for the clinics if he/she has “successfully completed one-half of his or her course of law school study” and “has completed or is enrolled in a course for credit in evidence or trial practice.” (Rule 9(a) Article II of the Supreme Court) In addition, students applying to the Criminal Defense Clinic must have completed Trial Advocacy.

Second-year day students and third-year evening students are also eligible to apply for the externship program as long as they have the equivalent of approximately two full days free to work at the externship placement. Judicial externs do not have to be Rule 9(a) eligible. Some public interest placements will require students to be Rule 9(a) eligible.

SELECTION PROCESS

Externship Programs

Public Interest/Judicial:

Thirty (30) students shall be selected for the Externship Program. The Director of the Feinstein Institute shall determine who is accepted into the Externship Program. Priority shall be given as follows:

- 1) Those students who are entering their final semester of school;
- 2) Students who are entering their next-to-last semester of school;
- 3) Students whose applications reflect a thoughtful determination about the most valuable learning experience and/or demonstrate an interest in the organization or setting they have chosen;
- 4) Students in the honors program and other students with strong academic credentials will be given priority for judicial placements; and
- 5) Lottery will be used if other factors are not determinative.

All decisions about acceptance into the program and specific placement of the student are in the discretion of the Director of the Feinstein Institute. **You will be contacted for a meeting with the Director of the Feinstein Institute prior to the final selection, so you need to check your mailbox daily after submitting your application. If you are not at school on a daily basis, please indicate the best way to contact you on your application.** After being accepted into the program, students should contact the Feinstein Director to discuss specific placement options.

After being selected for a position in the Externship Program, an externship will be guaranteed for that student. However, the student will not be guaranteed his/her first choice. In addition, all judges and agencies have the opportunity to interview students and to accept them or not. All students will be notified whether they have received a spot in the Externship Program prior to the end of the Registration Period. This will allow all students to register for other courses if they are not admitted to the Externship Program.

Once a student has been assigned to a particular judge or agency, the Director of the Feinstein Institute will forward the application to the judge or agency. The student will be provided with the judge/agency's address and phone number. It is the student's responsibility to follow up with the judge/agency to determine if an interview is required and if not, to determine a schedule and starting date. It is the student's responsibility to let the Director know as soon as the placement has been finalized.

In the event that a student is not accepted by the judge/agency, it is that student's responsibility to notify the Director of the Feinstein Institute immediately. She will then pursue, with the student, other externship options. Again, once the student is accepted into the Externship Program, a spot will be guaranteed for him/her.

Please remember when completing your application that the two-page application (not the cover sheet with your preferences), resume and writing sample will be forwarded to the organization or judge to whom you are assigned. Your application should be typed.

SELECTION PROCESS

Clinical Programs

Criminal Defense Clinic:

Students will be selected for the Criminal Defense Clinic based on a lottery system, with the following qualifications:

1. Priority will be given to students entering their final semester of law school
2. The clinic director reserves the right, in exceptional circumstances, to include or exclude particular applicants

Community Justice and Legal Assistance Clinic:

No criterion is a prerequisite or considered dispositive. However, the following factors are considered in selection of students:

1. Demonstrated experience in or commitment to relevant aspects of the clinic (e.g., community-based work; youth law; family law; collaborative or interdisciplinary practice)
2. Completion of or enrollment in these related courses: ADR; Advanced Criminal Procedure; Children and the Law; Family Law; Interviewing and Counseling; Negotiation; Trial Advocacy
3. Responses to questions on clinic application, particularly to that inquiring about reasons for applying to specific programs

Mediation Clinic

Students applying for the Mediation Clinic must meet the following qualifications:

1. Completion of a Mediation Basic Skills training course of at least thirty (30) hours before the clinical semester commences. The Law School's course in mediation satisfies this requirement, but other comparable mediation training courses may also in the discretion of the Clinic Director.
2. Consideration will also be given to responses to questions on clinic application, particularly to answers given about reasons for applying to specific programs.

All else being equal, the final selection will be done by lottery