

Public Service Placement Form

Name of Organization: City of Providence Law Department

Name and Title of Contact Person: Adrienne G. Southgate, Deputy City Solicitor

Address of Organization: 275 Westminster Street, Suite 200, Providence, RI 02903

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E-mail: asouthgate@providenceri.com

Organization Website: www.providenceri.com

Type of Organization: Municipal Law Department

Issue Area(s): Municipal law, including prosecution in District, Housing and Municipal Courts; corporate and regulatory work (tax stabilization agreements, contracts); employment law; school laws; tort defense; legislation; appeals; advice to a wide variety of City agencies and others.

Have Roger Williams University School of Law students ever worked at your organization before? Yes

Could students work long distance/not on site? Yes

Are weekend hours available? No

What information should students provide? Resume and writing sample

What is the best way for interested students to contact you to set up an initial meeting?
Email

ONGOING/GENERAL PROJECT OPPORTUNITIES

Type of Work: Municipal law – runs the gamut from civil and criminal litigation to transactional, tax, labor, education, etc

Briefly describe the kind of work or project(s): Discrete research or writing projects

Number of hours needed per week (if applicable): Varies

Total number of hours for project: Varies

Number of students needed at a given time: Varies

School year(s) of students requested: Prefer 2L

Are any specific skills or experience necessary? Computerized legal research

Name of Supervising Attorney (if different from contact person): _____

Phone: _____ Fax: _____ E-mail: _____

TIME SENSITIVE/SPECIFIC PROJECT OPPORTUNITIES

Date project to begin: ____ / ____ / ____

Date project to end: ____ / ____ / ____

Total number of hours for project: _____

Brief description of the project: _____

Number of students needed for project: _____

School year(s) of student(s) requested: _____

Are any specific skills or experience necessary: _____
