

Statement of Supervising Attorney for 2023 Access to Justice Internship Program

Program Name: _____

Supervising Attorney Name: _____

Supervising Attorney Email Address: _____

Program Address: _____

City: _____ State: _____ Zip Code: _____

Intern Name: _____

Will the internship for the 2023 Summer semester be in-person or virtual/remote? _____

Placement period:

Summer 2023 (May - August, a minimum of a minimum of 400 hours total)

By my initials and signature below, I agree to and understand the following:

_____ I will ensure that the law student will receive an orientation about the mission of the office, workplace policies and procedures, resources available, and confidentiality of client information, documents, and files. I will provide training materials or a list of suggested readings to them.

_____ The law intern will be assigned to do significant legal work. I agree to assign tasks based on their needs, keeping in mind that some projects and/or opportunities for observation are more suited to the interns' objectives than others. I will plan challenging, varied assignments, including substantive legal research, and writing.

_____ I will be responsible for monitoring and evaluating the law intern. If they receive work from several people, I will be aware of all assignments and resolve any conflicts that arise. They may occasionally work with non-lawyer professionals, but I understand that the law intern's work must be primarily legal in nature. I will meet regularly with them to discuss cases, proceedings, clients, professional responsibility issues, and activities observed, knowing such interactions will help them develop insight into the role of lawyers.

_____ I will provide an intern evaluation at the end of the program period (by August 4, 2023) to the Texas Access to Justice Commission, as well as to the intern, so that they might continue to learn and grow through their experiences as an attorney.

Signature

Date