



HABEAS CORPUS RESOURCE CENTER

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www.hcrc.ca.gov

INTERNSHIP OPPORTUNITY

JOB TITLE: SUMMER LEGAL INTERN (PAID)

JOB REQUISITION: 1126INT

LOCATION: SAN FRANCISCO, CA

The Habeas Corpus Resource Center (HCRC) – a San Francisco judicial branch entity charged with providing direct legal representation to persons sentenced to death in capital post-conviction proceedings in California – is now accepting law student applicants for our Summer 2027 Intern Program.

HCRC'S SUMMER INTERNSHIP PROGRAM

HCRC counsel investigate and review the constitutionality of California capital convictions and sentences and file petitions alleging the ways in which our clients' constitutional rights were violated in their capital trial and sentencing procedures. They review extensive trial records, conduct and supervise new investigation, research and prepare petitions and briefs based on state and federal statutory and constitutional law, and represent our clients in evidentiary hearings. HCRC has an authorized staff of 88 people, including 34 attorneys.

Interns assist case teams in all facets of this work, attend a multi-day training program with interns from other Bay Area defense organizations, and participate in activities designed to introduce them to multiple aspects of the field of capital defense. **We are offering a temporary, paid, in-person internship program for up to two interns at our San Francisco office for Summer 2027.**

LEGAL INTERN CLASS CHARACTERISTICS

This is the pre-professional level class in the HCRC legal series. Incumbents are responsible for performing legal research, legal drafting, and factual development at the direction of an HCRC

attorney. This class is distinguished from Staff Attorney and Habeas Corpus Counsel classes in that the latter perform the full range of legal duties pursuant to their bar admission.

EXAMPLES OF DUTIES (*illustrative only*)

- Reviews and summarizes opinions of cases.
- Researches legal questions using California and federal law.
- Aids in the factual development of legal claims.
- Prepares memoranda on legal issues.
- Researches social and cultural issues.
- Prepares summaries of legislative changes affecting the work of the agency.

WORKING CONDITIONS

- Must be available to work overtime and on weekends and holidays.
- May be required to travel as necessary.

QUALIFICATIONS

Knowledge of:

- Substantive and procedural legal principles of criminal and constitutional law and their applications.
- California statutory and case law and provisions of the United States and California Constitutions.
- Legal research methods.
- Rules of evidence and conduct of proceedings in United States and California courts.
- Knowledge of criminal defense trial and case law.
- Principles and techniques of preparing effective oral presentations and written materials.

Ability to:

- Perform legal research, including computerized legal research, and apply legal principles and precedents to particular sets of facts.
- Present statements of facts, law, policy, and argument clearly, concisely, and logically in both written and oral form.
- Use initiative and independent judgment within established procedural guidelines.
- Draft legal correspondence and reports effectively and concisely.
- Organize, prioritize, and coordinate multiple work activities and meet critical deadlines.
- Exercise sound judgment and integrity.
- Maintain confidentiality and cultural sensitivity
- Operate personal computers and use specified computer applications, such as word processing.
- Establish and maintain effective working relationships with those contacted in the course of the work.

Our summer internship is 40 hours per week and is in-person in our San Francisco office.

The internship is 10 weeks long, beginning no earlier than June 1, 2027, and ending no later than August 20, 2027. This is a limited term position. Exact dates are set by HCRC to ensure that interns are available to attend multi-day training offered in conjunction with other defense agencies. Interns are also included in office-wide trainings and other opportunities for skill development throughout the internship.

EDUCATION AND EXPERIENCE:

Enrollment in an accredited law school.

INFORMATION SESSIONS

We will hold two virtual information sessions to answer questions about our work and internship program.

- The first optional session will be held on October 19, 2026, at 5pm PST / 8pm EST. Anyone who is interested can join the following Teams link at 5pm PST / 8pm EST on October 19: [Teams Link](#) (Meeting ID: 277 883 324 014 427; Passcode: 8r28wi6B)
- The second optional session will be held on October 27, 2026, at 5pm PST / 8pm EST. Anyone who is interested can join the following Teams link at 5pm PST / 8pm EST on October 27: [Teams Link](#) (Meeting ID: 277 917 838 710 23; Passcode: m2VK7yD3)

HOW TO APPLY

Applications are considered on a rolling basis.

Both rising 2Ls and rising 3Ls are considered for summer internship positions. Applications received by **November 4, 2026** will be given priority. Applications submitted after that date will be reviewed if positions remain unfilled by applications in the priority consideration group. No applications will be considered after November 18, 2026. Pursuant to California judicial-branch policy, interns must be eligible to work in the United States.

TO APPLY please submit all required documents via e-mail to JobApplications@hcrc.ca.gov:

(1) a cover letter* (*see page 4*)

(2) resume

(3) a writing sample (a legal memorandum or excerpt that is no more than seven pages)

(4) three professional references familiar with your skills.

*In the cover letter, please explain how your life experiences, training, and work experience have prepared you and enhance your ability to work with teams litigating capital habeas corpus proceedings and to work with and understand our clients and their communities. If you speak a language other than English, particularly Spanish, please note the language in your resume.

The Habeas Corpus Resource Center is an equal opportunity employer. HCRC believes that a diverse workforce and inclusive workplace culture enhances the performance of our organization and the quality of representation that we provide to a diverse client base. HCRC welcomes all applicants, and does not discriminate on the basis of race, religious creed, color, national origin, ancestry, physical or mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, military or veteran status, or any other basis protected by law.

SALARY AND BENEFITS:

Some highlights of our benefits package include:

- Paid State holidays during the term period: June 18 and July 5
- Accrued Leave
- \$130 transit pass subsidy per month
- HCRC employees are eligible to work remotely two days a week.

Monthly Salary for Summer Interns: \$3857 per month

Thank you for your interest in an internship with the Habeas Corpus Resource Center!