

**UNITED STATES MARSHALS SERVICE
OFFICE OF GENERAL COUNSEL
U.S. DEPARTMENT OF JUSTICE**

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The Office of General Counsel (OGC), U.S. Marshals Service (USMS), is responsible for overseeing all legal matters affecting the USMS. OGC provides legal representation and legal advice to the Director, the USMS Senior Staff and other Headquarters personnel, and USMS personnel in the 94 district offices. OGC is also responsible for the agency's compliance with the Freedom of Information and Privacy Acts. Under the Federal Tort Claims Act, 28 U.S.C. §§ 2671, et seq., OGC adjudicates between 400 and 500 administrative tort claims each fiscal year under the direction of its Supervisory Paralegal Administrator, who also supervises OGC's law student interns in this program.

Projected No. of Volunteers: 5 – 6

Internship Location(s): Crystal City, Virginia (located approximately 1 mile from Washington D.C.)

Application Materials: Resume, three references, writing sample (ideally 5 pages or less), and dates when student is available.

Qualifications: Rising second and third-year law students with excellent academic credentials and writing skills.

Application Deadline: Open until filled

Minimum Weeks Required: 8 weeks

Salary: Volunteer (without compensation)

Assignments: Law students who participate in the OGC's Administrative Tort Claim Program conduct telephone and document investigations of the facts alleged in the administrative tort claims filed against the USMS. The law students legally analyze the information gleaned from their investigations, formulate their recommended dispositions, and draft legal memoranda in support of their findings under the guidance of the OGC Paralegal Administrator and OGC staff attorneys. The law students then present their findings, through OGC staff attorneys, to the General Counsel who ultimately grants, denies or compromises the claims on behalf of the USMS based substantially on the student's work product and recommendation.

Web Site: www.usdoj.gov/marshals