



LFUCG Department of Law
Office of the Commissioner

Title: Law Intern – Commissioner’s Office

Salary: This internship is non-paid

Hours: up to 40 hours/week, Monday-Friday. Open during fall, spring, and summer semesters.

Duties:

- Legal research
- Drafting of pleadings
- Annotating cases
- Perform other administrative tasks as assigned

Requirements:

- Law students only
- Applicants should be proficient with MS Office, internet and phones
- Knowledge of Westlaw database is helpful

Application Instructions: Please submit resume and cover letter indicating hours of availability and a writing sample to Glenda George, Managing Attorney: glendah@lexingtonky.gov