



Attorney General Josh Shapiro *Internship information*

Section Name: Litigation Section – Civil Law Division

Section Description: The Litigation Section represents the Commonwealth and its agencies, officials, and employees in a wide variety of lawsuits, usually in federal court, most of which concern the constitutionality of state statutes, the operation of state programs, the conduct of state law enforcement officers, the administration of state prisons, or the employment practices of state agencies.

Contact: Alixandra Eichelberger
AEichelberger@attorneygeneral.gov
(717) 857-2106

Locations: Harrisburg, Norristown, Pittsburgh, Philadelphia

Hours per week: 12+

Intern Roles/Responsibilities:

- Drafts legal pleadings, motions, petitions, responses, discovery requests, etc;
- Reviews investigatory documents;
- Conducts legal research and research of facts;
- Drafts memos and briefs for attorneys;
- Other duties as may be required.

Qualifications:

- Must have completed at least 1L year of law school and be currently enrolled in and in good standing with a JD program;
- Strong legal research and writing skills;
- Supreme Court Certified Legal Interns preferred, but not required.
- Prior litigation, agency, or judicial experience preferred, but not required.

Application Requirements:

- Apply using our online application: <https://www.attorneygeneral.gov/the-office/employment/>
- Attach a resume, cover letter, legal writing sample, and law transcripts.
- Applicants who are selected will be required to submit to a thorough records check.

Internships are currently being offered via telework. When we are able to return to the office, our intent is for internships to transition to the office.