



Child and Family Advocacy & Research Internship

Minimum Commitment = 15 weeks, 8 hours per week

The Center for Judicial Excellence is currently accepting applications from qualified interns who are interested in helping the Center to better serve its constituents. The intern will work closely with the Executive Director to handle calls from litigants across the country in need of resources and referrals to assist them in navigating their way through Family Court in a safe, expedient, and cost-effective manner that maintains child welfare as the driving concern. The work will entail research, database management, and contact with clients.

Key Qualifications:

- Outstanding communications skills
- Experience with customer service
- Detail-oriented team player
- Strong computer skills, especially in Excel
- Familiarity with Internet-based research
- Strong desire to be of service to others
- Ability to exercise discretion, professionalism, empathy
- Experience working with victims of domestic violence and/or knowledge of the law helpful, but not required

About The Center for Judicial Excellence

Founded in 2006, the Center is a small nonprofit organization, located in San Rafael. We are a community-based organization established to improve the judiciary's public accountability, and strengthen and maintain the integrity of the courts. As of 2008, the Center made a special commitment to protecting the rights of children and vulnerable populations in the courts. We work locally, regionally, statewide, and nationally to raise awareness about the crisis in the Family Courts and to develop proactive solutions to address the crisis. For more information about who we are, whom we serve, and what we do, please visit our website: www.centerforjudicialexcellence.org.

How to Apply:

Please email your resume and a thoughtful cover letter that speaks to the desired qualifications mentioned above to info@centerforjudicialexcellence.org. No phone calls, please.

Please note: this is an unpaid internship for which you may be able to receive academic credit.

Also note: internship can begin as soon as candidate's schedule allows.