

## Law Clerk and Internship Program

The Criminal District Attorney's Office has unpaid law clerk and internship positions available for law school and college students. The positions are limited and subject to approval.

Law clerks are assigned to both civil and criminal attorneys to assist with all phases of prosecution including: draft and edit charging instruments, pleadings, and motions, as well as assist with trial preparation. Proficiency in legal research is a prerequisite. Some law clerks with third year Bar Cards who are deemed qualified may participate in hearings and trials.

College interns work closely with paralegals and victim services to organize case files, prepare trial notebooks and other documents.

All law clerks and interns will be exposed to the courtroom.

A criminal background check is required of all applicants. A person with a final felony conviction is not eligible for an internship. All other matters will be considered on a case by case basis.

Submit application, cover letter, resume and availability to [poppch@co.comal.tx.us](mailto:poppch@co.comal.tx.us) , or in person or by mail to Comal County Criminal District Attorney's Office, 150 N. Seguin Ave., Suite 307, New Braunfels, Texas 78130. Applications can be found by clicking the link below.  
<http://www.co.comal.tx.us/CDA/Internship-Application.pdf>

