



WILLIAM H. BOWEN SCHOOL OF LAW PUBLIC SERVICE EXTERNSHIP PROGRAM

DIRECTORY OF EXTERNSHIP PLACEMENTS SPRING 2010

STATE COURTS

THE ARKANSAS SUPREME COURT (4 positions total)

The Arkansas Supreme Court is Arkansas's final appellate court and the ultimate arbiter of Arkansas law. The Court has appellate and original jurisdiction as defined by the Arkansas Constitution, and it has superintending control over all lower state courts. The jurisdiction of the Arkansas Supreme Court generally is limited to appeals involving the interpretation of the Arkansas Constitution, criminal appeals in which the death penalty or life imprisonment has been imposed, petitions for extraordinary writs, appeals pertaining to elections and election procedures, appeals involving the discipline of attorneys and judges, subsequent appeals following an appeal decided in the Supreme Court, and appeals required by law to be heard by the Supreme Court.

Externship positions are available with the following members of the Arkansas Supreme Court: Justice Robert Brown, Justice Paul Danielson, and Justice Jim Gunter. For more specific information about the externship positions and each Justice's individual requirements, please see the detailed externship descriptions below.

1. Justice Robert Brown, Arkansas Supreme Court (2 positions)

Justice Robert Brown has served as an Associate Justice on the Arkansas Supreme Court since 1990. Prior to becoming a judge, Justice Brown served in the administrations of Senator Dale Bumpers and Congressman Jim Guy Tucker, and he later worked in private practice for several years. An extern serving in Justice Brown's chambers will work one-on-one with Justice Brown and his staff. The extern will have the opportunity to develop strong analytical skills through the preparation of legal memoranda, attendance at oral arguments, and participation in staff meetings. To be eligible to serve as an extern in Justice Brown's chambers, a student must have excellent writing and research skills. Completion of the courses in criminal procedure and constitutional law also would be helpful prior to beginning this externship, but it is not required. Justice Brown and his staff will interview students recommended for an externship with Justice Brown prior to final approval of the placement.

2. Justice Paul Danielson, Arkansas Supreme Court (1 position)

Justice Paul Danielson was elected to the Arkansas Supreme Court as an Associate Justice in 2006. Prior to that, Justice Danielson was a circuit judge for twelve years for the 15th Judicial District, which includes Conway, Logan, Scott, and Yell Counties. Justice Danielson also has 18 years' experience in the private practice of law. An extern serving in Justice Danielson's chambers will work one-on-one with Justice Danielson and his staff. The extern

will have the opportunity to develop strong analytical skills through the preparation of legal memoranda, attendance at oral arguments, and participation in staff meetings. To be eligible to serve as an extern in Justice Danielson's chambers, a student must have excellent writing and research skills. Justice Danielson and his staff will interview students recommended for an externship with Justice Danielson prior to final approval of the placement.

3. Justice Jim Gunter, Arkansas Supreme Court (1 position)

Justice Jim Gunter has served as an Associate Justice on the Arkansas Supreme Court since 2004. Before he was elected to the Supreme Court, Justice Gunter served as a chancellor and then as a circuit judge for the Eighth Judicial District for a total of 21 years. An extern serving in Justice Gunter's chambers will work one-on-one with Justice Gunter and his staff. The extern will have the opportunity to develop strong analytical skills through the preparation of legal memoranda, attendance at oral arguments, and participation in staff meetings. To be eligible to serve as an extern in Justice Gunter's chambers, a student must have excellent writing and research skills. Justice Gunter and his staff will interview students recommended for an externship with Justice Gunter prior to final approval of the placement.

THE ARKANSAS COURT OF APPEALS (4 positions total)

The Arkansas Court of Appeals is Arkansas's intermediate state appellate court, and its jurisdiction is defined by the Arkansas Supreme Court. The Court of Appeals has jurisdiction over all cases appealed from state courts except for certain types of cases that are specifically required to be filed in the Arkansas Supreme Court. The Court of Appeals hears appeals from criminal cases, civil cases, decisions of the Board of Review, and decisions of the Workers' Compensation Commission. Twelve judges serve on the Arkansas Court of Appeals.

Externship positions are available with the following members of the Arkansas Court of Appeals: Judge D. Price Marshall, Jr., Judge Waymond Brown, Judge Michael Kinard, and Judge Rita Gruber. For more specific information about the externship positions and each Judge's individual requirements, please see the detailed externship descriptions below.

1. Judge D. Price Marshall, Jr., Arkansas Court of Appeals (1 position)

Judge D. Price Marshall, Jr. joined the Arkansas Court of Appeals in 2007. Before joining the Court, he practiced law at Barrett & Deacon in Jonesboro. Judge Marshall attended Arkansas State University, the London School of Economics and Political Science, and Harvard Law School. He clerked for U.S. Circuit Judge Richard S. Arnold. He is the reporter for the Arkansas Supreme Court's Committee on Civil Practice. He chaired the drafting committee for the first edition of *Handling Appeals in Arkansas* (Ark. Bar. Assoc. 1997) and chaired the editorial board for the recently published second edition of that handbook. Judge Marshall lives in Jonesboro with his wife, Polly, and their two daughters.

An extern serving in Judge Marshall's chambers will work one-on-one with Judge Marshall and his staff. The extern will have the opportunity to develop strong analytical skills through the preparation of legal memoranda, attendance at oral arguments, and participation in

staff meetings. To be eligible to serve as an extern in Judge Marshall's chambers, a student must have excellent writing and research skills. Judge Marshall and his staff will interview students recommended for an externship with Judge Marshall prior to final approval of the placement.

Due to the transition to new law clerks that occurs in Judge Marshall's chambers at the beginning of the Court's Fall term, this externship has a delayed start date in the Fall Semester. The externship starts in late September and therefore also has a more compressed schedule in the Fall Semester.

2. Judge Waymond Brown, Arkansas Court of Appeals (1 position)

Judge Brown currently holds the position of Associate Judge at the Arkansas Court of Appeals. Judge Brown represents District Seven, which includes Jefferson, Chicot, Desha, Arkansas, Saint Francis, Phillips, and Lee Counties. Judge Brown was elected to this position in May 2008 and formally took his seat in January 2009. Judge Brown received a Bachelor of Science degree in accounting from the University of Arkansas at Pine Bluff. He continued his education by earning a Juris Doctor from the University of Arkansas at Little Rock School of Law.

Judge Brown formerly served as District Judge of Pine Bluff, Arkansas from January 1, 2001 to December 2008. He has also served as chief legal counsel for the Arkansas Employment Security Department; as chief deputy prosecuting attorney and deputy prosecuting attorney for Jefferson and Lincoln Counties; and as tax accountant for Phillips Petroleum Company. Judge Brown was a five-year member of the Arkansas Minority Health Commission. He was appointed by the Supreme Court Chief Justice to serve on the Arkansas Supreme Court Access to Justice Commission and the Supreme Court Committee for Continuing Legal Education. Judge Brown is a lifelong resident of Pine Bluff and is a very active member of the Pleasant Grove Baptist Church where he serves as a deacon. He is a member of the Harold Flowers Law Society as well as the NAACP. Judge Brown is married to Shelia, and they have three children.

An extern serving in Judge Brown's chambers will work one-on-one with Judge Brown and his staff. The extern will have the opportunity to develop strong analytical skills through the preparation of legal memoranda, attendance at oral arguments, and participation in staff meetings. To be eligible to serve as an extern in Judge Brown's chambers, a student should have strong writing and research skills, a strong work ethic, and an eagerness to learn.

3. Judge M. Michael Kinard, Arkansas Court of Appeals (1 position)

Judge M. Michael Kinard joined the Arkansas Court of Appeals in January 2009. He was appointed to a two-year term to complete the term of Judge Sam Bird, who retired from the Court. Immediately prior to joining the Court, Judge Kinard was in private practice in Magnolia, Arkansas, where he was a senior partner in the law firm of Kinard, Crane & Butler, P.A. Judge Kinard also has served as Prosecuting Attorney for the Thirteenth Judicial District (1977-1980), a State Senator (1987-1990), a Special Justice on the Arkansas Supreme Court (1992, 2001, and 2002), and a Legislative Liaison for Governor Mike Beebe (2007). In 2006, Judge Kinard received the Magnolia-Columbia County Chamber of Commerce Lifetime Achievement Award.

An extern serving in Judge Kinard's chambers will work one-on-one with Judge Kinard and his staff. The extern will have the opportunity to develop strong analytical skills through the preparation of legal memoranda, attendance at oral arguments, and participation in staff meetings. To be eligible to serve as an extern in Judge Kinard's chambers, a student should have strong writing and research skills, a strong work ethic, and an eagerness to learn. Judge Kinard and his staff will interview students recommended for an externship with Judge Kinard prior to final approval of the placement.

4. Judge Rita Gruber, Arkansas Court of Appeals (1 position)

Judge Rita W. Gruber was elected to the Court of Appeals on May 20, 2008 and took office January 1, 2009. She completed eighteen years as a Circuit Judge for the Sixth Judicial District on December 31, 2008. While serving on the trial bench, she helped establish a Volunteer Probation Officer program to work with first-time juvenile offenders. She also established a specialized teen parenting program, a truancy alternative school and helped plan the CSTP juvenile boot camp at Camp Robinson. Before her election as Circuit Judge, she served as interim Pulaski County Judge and had a ten-year law practice in North Little Rock, Arkansas.

Judge Gruber is very active in her community. She is currently a member of the Salvation Army Advisory Board, North Little Rock Chamber of Commerce, and has served as a director of the Greater Little Rock Chamber of Commerce and the Boys and Girls Club Advisory Committee. She worked closely with the Bowen School of Law developing mediation programming, particularly for juvenile cases. She is currently serving a term on the UALR School of Law Leadership Advisory Board.

An extern in Judge Gruber's chambers will have the opportunity to work with the Judge and her staff on many legal issues. An extern will have the opportunity to develop analytical skills through the preparation of legal memoranda as well as attending oral arguments, and participation in staff conferences. To be eligible to serve as an extern in Judge Gruber's chambers, a student must have excellent writing and research skills. Judge Gruber and her staff will interview students recommended for the externship prior to final approval of the placement.

JUDGE RHONDA WOOD, CIRCUIT JUDGE FOR THE 20TH JUDICIAL CIRCUIT (1 position)

The Circuit Court for the 20th Judicial Circuit is a state trial court of general jurisdiction that includes Faulkner, Van Buren, and Searcy Counties. Judge Wood hears cases involving family, juvenile, and criminal law. Judge Wood's chambers are located in Conway, Arkansas, but she also travels to the towns of Marshall and Clinton to hear cases. This position is based in Judge Wood's chambers in Conway, so travel to and from Conway will be necessary for this externship.

A student who applies for this position should have a specific interest in family, juvenile, or criminal law. An extern in Judge Wood's chambers will have the opportunity to work with Judge Wood and her staff and observe proceedings such as juvenile delinquency hearings, divorce proceedings, custody hearings, and criminal trials. The extern also will have hands-on

experience working with files and reviewing cases before hearings and will gain familiarity with court practice and procedure. An extern also will have the opportunity to work with Teen Court, which is a program of the juvenile court. Teen Court occurs on Monday afternoons and evenings, so students who apply for this position should be available to work in Judge Wood's chambers at 4:00 p.m. on Mondays and also ideally another afternoon during the week as well.

JUDGE EARNEST E. BROWN, CIRCUIT JUDGE FOR THE 11TH WEST JUDICIAL CIRCUIT (1 position)

The Circuit Court for the 11th West Judicial Circuit is a state trial court of general jurisdiction that includes Jefferson and Lincoln Counties. Judge Brown hears cases involving juvenile and family law. This position is based in Judge Brown's chambers in Pine Bluff, so travel to and from Pine Bluff will be necessary for this externship.

A student who applies for this position should have a specific interest in juvenile and family law. An extern in Judge Brown's chambers will have the opportunity to work with Judge Brown and his staff and observe proceedings such as juvenile delinquency hearings, families in need of services (FINS) petitions, and matters involving the Department of Human Services. Judge Brown also supervises one of the few juvenile drug courts in the State. An extern will also have the opportunity to work with Teen Court, which is a program of the juvenile court. The extern will have hands-on experience working with files and reviewing cases before hearings and will gain familiarity with court practice and procedure. Judge Brown and his staff will interview students recommended for an externship with Judge Brown prior to final approval of the placement.

JUDGES JOHN HOMER WRIGHT (DIVISION I); VICKI SHAW COOK (DIVISION II); LYNN WILLIAMS (DIVISION III); MARCIA R. HEARNSBERGER (DIVISION IV), CIRCUIT JUDGES FOR THE 18TH EAST JUDICIAL DISTRICT (1 position)

The Circuit Courts for the 18th Judicial District East are state trial courts of general jurisdiction in Garland County. Judges hear cases involving family, juvenile, civil, probate, and criminal law. The judges' chambers are located in Hot Springs Arkansas.

This position is based in judges' chambers in Hot Springs, so travel to and from Hot Springs will be necessary for this externship. Students who apply for this position also should be available to work in one of the judges' chambers one afternoon a week if possible. Divisions I, III, and IV are located in the main court building, and Judge Cook's court is across the street.

Judge Wright hears 50% adult criminal cases, 30% civil cases, 10% domestic relations cases, and 25% probate cases. Judge Cook hears 100% juvenile cases, 10% civil cases, 30% domestic relations cases, and 25% probate cases. Judge Williams hears 40% civil cases, 40% domestic relations cases, and 25% probate cases. Judge Hearnsberger hears 50% adult criminal cases, 20% civil cases, 20% domestic relations cases, and 25% probate cases.

A student who applies for this position should have a specific interest in family, juvenile, criminal, probate, and civil law. An extern will have the opportunity to work with divorce

proceedings, custody hearings, criminal trials, civil trials, and juvenile delinquent, F.I.N.S., and dependent/neglect hearings. The extern also will have hands-on experience working with files and reviewing cases before hearings and will gain familiarity with court practice, procedure, and preparing letter decisions. An extern will have the opportunity to work with adult and juvenile drug courts.

FEDERAL COURTS

THE UNITED STATES DISTRICT COURT FOR THE EASTERN DISTRICT OF ARKANSAS (2 positions total)

Article III of the United States Constitution places “the judicial power of the United States” in the federal courts. The United States District Court is the federal court with general trial jurisdiction to hear both civil and criminal matters. Judges of the United States District Court are appointed by the President, subject to the approval of the Senate, and they exercise the judicial power of the United States under Article III of the Constitution. Externship positions are available with the following members of the United States District Court for the Eastern District of Arkansas: **Judge William R. Wilson, Jr. and Judge James M. Moody**. The requirements for each position vary somewhat, so please see the more specific externship requirements below.

1. Judge William R. Wilson, Jr. (1 position)

Judge Wilson was appointed to the United States District Court in 1993 by President Clinton. Prior to taking the bench, Judge Wilson was in private practice for over 25 years. He had a general practice with an emphasis on litigation. In 1988, he was named the Outstanding Trial Lawyer by the Arkansas Trial Lawyers Association. In 1991, he received the Arkansas Bar Association’s Outstanding Lawyer Award. Judge Wilson is a graduate of Hendrix College and the Vanderbilt University School of Law.

An extern in Judge Wilson’s chambers will have the opportunity to work with Judge Wilson and his staff and observe proceedings like jury trials, bench trials, motion hearings, sentencing hearings, and status conferences. An extern also will have the opportunity to research and prepare legal memoranda. Because of the nature of the cases heard by the federal district court, Judge Wilson has a preference for externs who are in their third year of law school or the second semester of the second year, so that the externs will have had an opportunity to complete courses in Constitutional Law, Federal Courts, and other courses relevant to the work and jurisdiction of the federal district court. Judge Wilson’s staff will conduct telephone interviews and reference checks of students recommended for an externship with Judge Wilson prior to final approval of the placement. **Accordingly, students who apply for an externship with Judge Wilson should list on their résumé at least two employment references and the contact information for those references.**

2. Judge James M. Moody (1 position)

Judge Moody was appointed to the United States District Court in 1995 by President Clinton. Prior to taking the bench, Judge Moody was in private practice with the firm of Wright,

Lindsey & Jennings from 1966 to 1995. In 1992, he was named Outstanding Defense Counsel by the Arkansas Association of Defense Counsel. Judge Moody is a graduate of the University of Arkansas and the University of Arkansas School of Law.

An extern in Judge Moody's chambers will have the opportunity to work with Judge Moody and his staff and observe proceedings like jury trials, bench trials, motion hearings, sentencing hearings, and status conferences. An extern also will have the opportunity to research and prepare legal memoranda for Judge Moody and his staff. Judge Moody and his staff will interview students recommended for the externship with Judge Moody prior to final approval of the placement.

JUDGE BETH DEERE, UNITED STATES MAGISTRATE JUDGE FOR THE EASTERN DISTRICT OF ARKANSAS (1 position)

A federal magistrate judge is a trial level judge appointed by the other judges of the U.S. District Court for a term of eight years. A magistrate judge handles both civil and criminal matters. With respect to their civil case responsibilities, magistrates are generally assigned cases for specific purposes by way of General Order, Local Rule, or Order of Referral entered in the context of a specific case. They may rule on any dispositive matter by way of Order. However, with respect to motions to dismiss, for summary judgment, for preliminary injunctive relief, or for remand, they prepare Reports and Recommendations to the District Judges who have been assigned the case. If all parties to a civil dispute consent, a Magistrate Judge may be assigned a case for all purposes including trial and disposition. Some of the types of cases that federal magistrate judges hear include social security disability matters, § 1983 prisoners' rights cases, and prisoner habeas petitions. Magistrate judges also hear applications for federal search warrants and approve or deny the warrant applications.

An extern in Judge Deere's chambers will have the opportunity to work with Judge Deere and her staff and observe proceedings such as plea and arraignment hearings, bail hearings, motion hearings, evidentiary hearings in § 1983 cases, and trials. An extern also will have the opportunity to research and prepare legal memoranda for Judge Deere and her staff. Judge Deere and her staff will interview students recommended for the externship with Judge Deere prior to final approval of the placement.

THE UNITED STATES BANKRUPTCY COURT FOR THE EASTERN AND WESTERN DISTRICTS OF ARKANSAS (2 positions total)

Article I, Section 8, of the United States Constitution authorizes Congress to enact "uniform Laws on the subject of Bankruptcies." The United States Bankruptcy Court is a federal court that has subject matter jurisdiction over bankruptcy cases. While the United States district courts technically have subject matter jurisdiction over bankruptcy matters, most district courts, including the Eastern and Western Districts of Arkansas, have a standing "reference" order referring all bankruptcy matters to the Bankruptcy Court for that district. Thus, all bankruptcy cases are filed and administered in bankruptcy court (unless, in unusual circumstances, the reference is withdrawn.)

Although there are separate Eastern and Western Districts of Arkansas, there is only one Bankruptcy Court for both the Eastern and Western Districts. Arkansas's Bankruptcy Court is located in Little Rock, with a satellite office in Fayetteville. Externship positions are available with the following members of the Bankruptcy Court who are located in Little Rock: **Judge James G. Mixon and Judge Richard D. Taylor**. The requirements for each position vary somewhat, so please see the more specific externship requirements below.

1. Judge James G. Mixon (1 position)

Judge James G. Mixon was appointed to the U.S. Bankruptcy Court on March 26, 1984. From February 1, 1993 until December 31, 2002, Judge Mixon served as Chief Judge of the Bankruptcy Court. He is a member of the National Conference of Bankruptcy Judges, the American Bankruptcy Institute, and the Debtor-Creditor Bar of Central Arkansas. Judge Mixon began his legal career as a law clerk at the Arkansas Supreme Court, and he later served as an Assistant United States Attorney for the Eastern District of Arkansas from 1969 until 1973. From 1973 until he took the bench in 1984, Judge Mixon was in private practice with the firm of Little, McCollum, and Mixon in Bentonville, Arkansas, where he also served for two years as the Bentonville City Attorney. From 1979 to 1984, Judge Mixon also served as the Interim Trustee for the Eastern and Western Districts of Arkansas. Judge Mixon received his LL.B. degree from the University of Arkansas at Fayetteville School of Law in 1968. He has served as an adjunct professor at the UALR Bowen School of Law.

An extern in Judge Mixon's chambers will have the opportunity to work with Judge Mixon and his staff and to observe hearings and trials. An extern also will have the opportunity to research and draft legal memoranda and opinions and/or orders. Judge Mixon and his staff will interview students recommended for the externship with Judge Mixon prior to final approval of the placement.

2. Judge Richard D. Taylor (1 position)

Judge Richard D. Taylor was appointed to the U.S. Bankruptcy Court on January 3, 2003. He is an honors graduate of Centenary College in Louisiana and the University of Arkansas School of Law in Fayetteville, where he served on the law review. After graduating from law school in 1980, Judge Taylor joined the firm of Friday, Eldredge and Clark in Little Rock, where his practice focused on bankruptcy law. He was a partner in the firm from 1985 until he took the bench. Judge Taylor also has served as an adjunct professor at both the Bowen School of Law and the UAF School of Law, teaching bankruptcy reorganization and business reorganizations.

Judge Taylor's perspective of the extern experience is viewing trials and participating in the deliberative process. His hope is that an extern will learn from the experience relative to specific trial tactics or practices, as well as matters concerning general attorney conduct between lawyers and the courts. Trial tactics will be constructively discussed. Additionally, an extern will be expected to contribute to discussions resulting in the Court's ruling. On occasions, there will be mundane activities dealing with office and administrative procedures and issues. On other occasions, the extern will be asked to research a particular issue that is pertinent to ongoing

litigation. Seldom will this require a memo as the emphasis will be on finding the applicable rule or statute and, if appropriate, related case law.

The requirements for this position include a sense of humor and an interest in litigation and the work of a judge's chambers. Judge Taylor will interview prospective externs to assess these qualities. No background or experience in bankruptcy law is necessary for this position.

NONPROFIT AGENCIES

AMERICAN CIVIL LIBERTIES UNION OF ARKANSAS (2 positions)

The American Civil Liberties Union of Arkansas is a private, nonprofit membership organization, founded in 1969 to preserve America's original civic values enshrined in the Constitution and the Bill of Rights. The ACLU of Arkansas is an affiliate to the national ACLU, and both organizations challenge governmental action that poses a threat to the civil liberties or civil rights of a group of persons. These liberties include, among others, free speech, religious freedom, racial and ethnic justice, due process, privacy, LGBT rights, reproductive freedom, voting rights, and students' rights. The ACLU works in the courts, legislatures, and communities to defend and preserve the individual rights and liberties guaranteed to every person in this country by the Constitution and laws of the United States. For more information about the ACLU of Arkansas, see its website at www.acluarkansas.org.

An extern for the ACLU of Arkansas will: (1) assist with intake of requests for assistance; (2) conduct research and write issue papers; and (3) work with the Staff Attorney to address a variety of civil rights issues, both formally and informally. During the legislative session, an extern also will have the opportunity to research proposed legislation and develop information to be used for legislative committee hearings. The ACLU of Arkansas will interview prospective externs recommended for placement in its office prior to final approval of the placement.

ARKANSAS ADVOCATES FOR CHILDREN AND FAMILIES (1 position)

Arkansas Advocates for Children & Families (AACF) is a nonprofit organization that was founded in 1977 to ensure that all children and their families have the resources and opportunities to lead healthy and productive lives and to realize their full potential. AACF has provided the leadership, research, and advocacy to promote systemic reforms that have improved the lives of Arkansas children. Over the years, AACF's work has led to policy improvements for children including: the creation of ARKids First (state-funded health care for children in families up to 200% of poverty); requiring schools to participate in the school breakfast program; the expansion of quality pre-school for at-risk three and four-year-old children; and an increase in the state minimum wage to \$6.25 an hour. The job of AACF is to speak for the children who do not have a voice when public policy is made. AACF provides sound data-driven research to support better public policies and programs to serve these children. By working with national organizations and building grassroots coalitions throughout the state, AACF is able to: identify problems with current programs and policies; build public support; and work with state officials

and agencies to develop long-term solutions for systemic change. For more information on AACF, see www.aradvocates.org.

An extern for AACF will: (1) assist with monitoring legislation proposed during the sessions of the Arkansas General Assembly that would impact children and families; (2) conduct research and write issue papers, and (3) assist with creating and informing coalitions to build support for issues. AACF will interview prospective externs recommended for placement in its office prior to final approval of the placement.

ARKANSAS SCHOOL BOARDS ASSOCIATION (1 position)

The Arkansas School Boards Association (ASBA) is a private, nonprofit, membership organization that provides leadership, training, advocacy, and specialized services to school boards throughout Arkansas. Membership in ASBA is open to school district boards, charter schools, and educational service co-operatives. ASBA's mission is "championing excellence in public education through training, advocacy, and service for local school boards." For more information about ASBA, see its website at www.arsba.org.

ASBA's daily operations are carried out by an Executive Director and the ASBA staff, which includes a general counsel and a staff attorney. The general counsel advises the ASBA Board and can be hired by school boards for litigation purposes. The staff attorney provides legal consultation to member school boards and answers their questions about school laws and related matters. The staff attorney provides advice on matters such as appointing members to local school boards, disciplinary processes for employees, school operation, sexual misconduct investigation and documentation, millage elections, and Freedom of Information Act issues. ASBA's legal team also conducts training seminars for school board members, attorneys, and administrators. ASBA also has a legislative team that is active during sessions of the Arkansas General Assembly, as well as when lawmakers are not in session. Members of the ASBA legislative team testify before legislative committees about education issues and develop information to share about proposed legislation.

An extern with the ASBA will work with its general counsel and staff attorney, assisting them in performing legal research and providing legal consultation to member school boards. During the legislative session, an extern also will have the opportunity to research proposed legislation and attend and observe legislative committee hearings. Applicants for this externship should have an interest in school law and issues related to public education. The ASBA staff will interview prospective externs recommended for placement in the office prior to final approval of the placement.

CENTER FOR ARKANSAS LEGAL SERVICES (2 positions)

The Center for Arkansas Legal Services (CALS) is a nonprofit organization that provides legal services to low-income Arkansans in civil cases. CALS focuses on matters involving family law, housing law (landlord-tenant), domestic relations, consumer law, and public benefits law. The attorneys and advocates at CALS assist clients depending on each client's unique situation. For more information about CALS, see its website at www.arlegalservices.org.

An extern at CALS will work directly with the attorneys in the office, assisting them in drafting pleadings, performing legal research, interviewing clients, investigating cases, and preparing for trials. An extern also will have the opportunity to attend and observe courtroom proceedings. Strong research ability, people skills, initiative, and a commitment to equal access to justice are required. The staff of CALS will interview prospective externs recommended for placement in the office prior to final approval of the placement.

DISABILITY RIGHTS CENTER, INC. (1 position)

Disability Rights Center (DRC) is a nonprofit agency that provides legally based advocacy to defend and protect the rights of people with disabilities in Arkansas including monitoring and investigation of allegations of abuse and neglect and rights violations. With over 530,000 people with disabilities living in Arkansas, not including those living in institutions, DRC has its work cut out for it. There is an agency like DRC in each state, and each one is a federally authorized and funded entity serving as the Protection and Advocacy System (P&A) for the State or Territory.

DRC acts with and on behalf of people with disabilities to enforce federal and state laws to protect and advocate for their rights. As an active participant in the legislative process, DRC helps educate and inform legislators of proposed legislation and its impact on the clients that DRC represents. DRC services are provided statewide and free of charge. For more information on DRC, see its website at www.arkdisabilityrights.org.

A broad range of individuals with disabilities contacts DRC for assistance. People with mental illness, traumatic brain injury, hearing impairment or deafness, visual impairment or blindness, learning disabilities, mental retardation, physical disabilities, developmental disabilities, mobility impairment, or people perceived as having a disability, can be DRC's clients when their issues fall within its annual priorities.

An extern for DRC will have the following responsibilities: tracking state and federal legislation, working with policy makers, assisting with case and systemic litigation and advocacy services, and research and assistance to DRC staff attorneys. DRC will interview prospective externs recommended for placement in its office prior to final approval of the placement.

STATE GOVERNMENT AGENCIES

ARKANSAS CONTRACTORS LICENSING BOARD (1 position)

The Arkansas Contractors Licensing Board is a state agency that houses both the Contractors Licensing Board and the Residential Contractors Committee. The Contractors Licensing Board regulates the issuance of licenses for Commercial Contractors in the State of Arkansas pursuant to Ark. Code Ann. §§ 17-25-101 through 17-25-315. The Board also regulates the Arkansas State Contractors Bond Law pursuant to Ark. Code Ann. §§ 17-25-401 through 17-25-409. The Board has seven members who are appointed by the Governor. Five of the board members are contractors, while two board members are not contractors and represent

consumers. The Board meets twice a month to issue licenses and to conduct Administrative Hearings for commercial contractors alleged to be in violation of the law.

The Residential Contractors Committee has a separate set of board members. The Committee regulates the issuance of licenses for Residential Contractors in the State of Arkansas pursuant to Ark. Code Ann. §§ 17-25-501 through 17-25-513. The Committee has seven members who are appointed by the Governor. Five of the committee members are residential contractors, while two committee members are not contractors and represent consumers. The Residential Committee meets once a month to issue residential licenses and hold administrative hearings.

The Staff of the Board includes an Administrator who oversees the entire operation of the Board, investigators who are assigned to various portions of the State, staff members who handle licensing and bonding, and a staff attorney. An extern with the Board will work directly with the Administrator, the staff attorney, the investigators, and other staff members and may be called upon to:

1. Research various issues concerning administrative law, the contractors licensing and bond law, the residential licensing law, and construction law;
2. Assist with investigations of unlicensed contractors;
3. Assist with investigations of complaints filed against licensed contractors;
4. Attend meetings with the administrator, staff attorney, and investigators;
5. Assist with preparation for monthly hearings before both the Contractors Board and Residential Committee;
6. Attend monthly board meetings before the Contractors Board and Residential Committee.

While not required, successful completion of the course in Administrative Law would be beneficial. The Staff of the Board will interview prospective externs recommended for placement with the Board prior to final approval of the placement.

**ARKANSAS DEPARTMENT OF ENVIRONMENTAL QUALITY, LEGAL DIVISION
(1 position)**

The Arkansas Department of Environmental Quality (ADEQ) is an agency of the State of Arkansas. Its purpose is to protect Arkansas's priceless natural resources – its air, water, and land – from the threat of pollution. ADEQ accomplishes this mission in a variety of ways, including regulatory programs that set and enforce safe environmental limits for industries that affect air, water, solid waste, hazardous waste, regulated storage tanks, and mining. The Legal Division's staff of 15 provides legal support for the Director's Office and the regulatory divisions. Staff attorneys represent the agency in enforcement actions, permit appeals, and other

regulatory matters before the Arkansas Pollution Control and Ecology Commission as well as in state and federal courts. Staff attorneys are also responsible for personnel issues; bankruptcy matters; collection matters; and drafting, review, and interpretation of legislation.

An extern with ADEQ will work directly with the Chief Counsel, staff attorneys, legal support staff, and the regulatory divisions, which include engineers, geologists, and other technical professionals. The extern may be called upon to: research and prepare written opinion memoranda on the application of federal and state environmental laws and the Arkansas Pollution Control and Ecology Commission's Administrative Procedures Regulation to Department proceedings; assist staff and participate in enforcement proceedings and trials, including those in state and federal courts and those before the Arkansas Pollution Control and Ecology Commission; and assist staff with personnel and collection issues.

A strong work ethic and interest in environmental law are required. Successful completion of courses in Administrative Law and Environmental Law is preferred, but not required. The staff of the Legal Division will interview prospective externs recommended for placement with ADEQ prior to final approval of the placement.

ARKANSAS INSURANCE DEPARTMENT, LEGAL DIVISION (1 position)

The Arkansas Insurance Department (Department) is the state agency charged with the regulatory and enforcement jurisdiction over the insurance industry, including insurance companies, insurance producers, insurance adjustors, and funeral homes offering pre-paid burial policies. The Department also works with Professional Employer Organizations and touches upon some worker's compensation issues. The Department is particularly concerned with the solvency and investment of insurers, regulating market conduct of both insurers and producers, and fraud prosecution and deterrence. The Department is headed by the Arkansas Insurance Commissioner. The Department is composed of 169 full-time employees, of which approximately 12 are attorneys.

An extern with the Department will work with the Commissioner, the legal staff, and other staff members. Duties may include:

1. Research projects related to the Arkansas Insurance Code and/or changes occurring in the insurance marketplace. Particular emphasis will be on how these issues would affect Arkansans.
2. Assist with drafting legislation, rules, bulletins, directives, contracts, and legal opinions.
3. Assist legal division staff in enforcement and licensing proceedings, financial contract reviews, acquisition hearings, preparation of legal memoranda, pleadings, and discovery.
4. Review contracts, filings, complaints made to the department, and evidence related to investigations.

5. Assist the staff through communication with regulated entities.
6. Attend and observe administrative hearings, criminal and civil hearings at the circuit court level, appellate hearings, staff meetings, investigative conferences, and legislative committee meetings.

Successful completion of courses in Administrative Law, Contracts, and Business Organizations is preferred but not required. The Staff will interview prospective externs recommended for placement with the Department prior to final approval of the placement. **All externs must be able to complete a background check prior to beginning work with the Department.**

ARKANSAS OIL AND GAS COMMISSION (1 position)

The purpose of the Arkansas Oil and Gas Commission (Commission) is to serve the public regarding oil and gas matters, prevent waste, encourage conservation, and protect the correlative rights of ownership associated with the production of oil, natural gas, and brine, while protecting the environment during the production process through regulation and enforcement of laws that the Commission administers. Nine members, who are appointed by the Governor, make up the Commission. Staff of the Commission is headed by the Director. Currently, the Commission employs 32 people among its three offices in the State.

An extern with the Commission will work directly with the Director, Deputy Director, General Counsel/Hearing Officer, legal staff, and other staff members, and may be called on to:

1. research and advise the Staff on the application of the Arkansas Administrative Procedures Act to Commission proceedings;
2. research and advise the Staff on proposed changes to the various Arkansas oil and gas laws and certain federal laws, including those relating to the Underground Injection Control Program delegated from the U.S. Environmental Protection Agency for Class II injection wells and Class V bromine-related brine disposal wells, and the USDOT Pipeline Safety Program for natural gas pipelines upstream from the custody transfer point, and the rules and regulations implemented pursuant to such laws;
3. assist the Staff in enforcement proceedings, including proceedings in state courts and administrative proceedings before the Commission, through preparation of legal memoranda, pleadings, and discovery;
4. research and assist the Staff with issues regarding applicable rules of civil procedure and evidence;
5. assist the Staff through communications with regulated entities; and

6. attend and observe staff meetings, administrative proceedings, criminal and civil enforcement proceedings, and legislative committee meetings.

Successful completion of courses in Administrative Law, Property, and Oil and Gas Law is preferred, but not required. The Staff will interview prospective externs recommended for placement with the Commission prior to final approval of the placement.

ARKANSAS PUBLIC DEFENDER COMMISSION, CAPITAL, CONFLICTS, & APPELLATE OFFICE (1 position)

The Arkansas Public Defender Commission is a state agency whose mission is to provide zealous and effective representation to indigent persons who are charged with criminal offenses in state court and who face a risk of loss of liberty. The Commission is divided into four parts: the Capital, Conflicts, & Appellate Office; the Trial Public Defender Office; Administration; and Ombudsman. The Capital, Conflicts, & Appellate Office exclusively represents indigent individuals accused of capital murder at the pre-trial, trial, and appellate levels in the 75 counties of Arkansas. Most often, the death penalty is sought in these cases, and extensive litigation is involved.

An extern in the Capital, Conflicts, & Appellate Office will work directly with the attorneys in the office, assisting them with legal research and trial preparation, including witness interviews, mitigation investigation, and guilt/innocence investigation. The extern also will have the opportunity to attend and observe pre-trial and trial proceedings. The majority of the cases that the Capital, Conflicts, and Appellate Office handles are outside of Pulaski County, so this externship placement may involve some travel. While not required, it would be helpful for students to have completed the courses in Criminal Law, Criminal Procedure, Evidence, and Constitutional Law prior to beginning this externship. The staff of the Capital, Conflicts, & Appellate Office will interview prospective externs recommended for placement in the office prior to final approval of the placement.

ARKANSAS PUBLIC SERVICE COMMISSION (1 position)

The Arkansas Public Service Commission (“Commission”) is the state agency that regulates the intrastate rates and services of the public utilities in Arkansas. These utilities provide electricity, natural gas, water, telephone, and pipeline safety services. Through its Tax Division, the Commission also determines ad valorem assessments for property tax purposes on public utilities and carriers. The Commissioners have quasi-legislative and quasi-judicial authority, and they render decisions covering a wide spectrum of issues, including policy matters, rates, tariffs, territory allocations, utility plant construction sitings, and bond issues. The Commission has an Executive Director who is responsible for the overall management of the General Staff of the Utilities Division.

An extern for the Commission will assist other Staff members by investigating and providing legal and technical research and recommendations regarding legal, technical, and regulatory issues consistent with the assigned level of job responsibility. Typically duties may include:

1. Assisting attorneys and other Staff members in the development of regulatory issues, preparing questions and requests for additional or clarifying information, and coordinating issue development in collaboration with multi-disciplinary, cross-sectional project teams.
2. Assisting attorneys and other Staff members in drafting and developing reports, legal pleadings, motions, responses, complaints, comments, briefs, stipulation and settlement agreements, and other written documents.
3. Assisting attorneys and other Staff members in providing legal advice and support in the preparation and development of testimony and exhibits.
4. Assisting attorneys and other Staff members in conducting litigation through legal preparation work, and witness preparation.
5. Assisting attorneys and other Staff members in reviewing filings and submissions by utility companies and other parties to determine compliance with Commission rules, orders, and general utility principles.
6. Assisting attorneys and other Staff members in evaluating all information provided by the utility or other party in support of its filing, researching specific regulatory policy and precedent, evaluating the relative merits of alternative courses of action, identifying the strengths and weaknesses of each, and proposing a course of action.
7. Performing related responsibilities as assigned or required.

The Commission's legal staff will interview prospective externs recommended for placement with the Commission prior to final approval of the placement.

ARKANSAS SECURITIES DEPARTMENT (1 position)

The Arkansas Securities Department (Department) is the state agency charged with regulatory and enforcement jurisdiction over (i) the securities industry, including offers and sales of securities, and investment professionals such as investment advisers and broker-dealers; (ii) mortgage loan companies and loan officers; (iii) money transmission and currency exchange businesses; (iv) state-chartered savings and loan institutions and foreign savings and loan brokers; and (v) state-chartered credit unions. In addition, the Department assists the Arkansas Cemetery Board, which regulates Arkansas perpetual care cemeteries. The Department is headed by the Arkansas Securities Commissioner (Commissioner). Currently the Department employs eight attorneys, 16 examiners, and 12 administrative staff.

An extern with the Department will work directly with the Commissioner, the legal staff, and other staff members, and may be called upon to:

1. research and advise the Department and the Commissioner on the application of the Arkansas Administrative Procedures Act to Department proceedings;
2. research and advise the Department and the Commissioner on proposed changes to the Arkansas Securities Act, the Arkansas Fair Mortgage Lending Act, the Arkansas Money Services Act, and the various rules implemented pursuant to such laws;
3. assist the Department's legal staff in enforcement and licensing proceedings, including proceedings in state courts and administrative proceedings before an administrative hearing officer, through preparation of legal memoranda, pleadings, and discovery;
4. research and assist the Department's legal staff with issues regarding applicable rules of civil procedure and evidence;
5. assist the Department's examination and licensing staff through communications with licensed persons and entities and review of disciplinary histories of investment professionals; and
6. attend and observe staff meetings, administrative proceedings, criminal and civil enforcement proceedings, and legislative committee meetings.

Successful completion of courses in Administrative Law, Business Organizations, and Securities Regulation is preferred, but not required. **The Commissioner and the Department's legal staff are willing to arrange a non-traditional work schedule, including working evenings and weekends, to accommodate special scheduling needs. Accordingly, night division and part-time students are encouraged to apply for this position.** The Department's legal staff will interview prospective externs recommended for placement with the Department prior to final approval of the placement.

ARKANSAS STATE BANK DEPARTMENT (1 position)

The Arkansas State Bank Department is charged with regulating the safety and soundness of state-chartered bank holding companies, commercial banks, industrial loan institutions, trust companies, and the Arkansas Capital Corporation, for which it serves as primary regulator, in order to assure public confidence in these institutions. In order to maintain safety and soundness of the state-chartered institutions for which the Department serves as the primary regulator, the Department regularly conducts examinations of these entities.

The Department and the State Banking Board have responsibility for the issuance of new charters, authorization of branches, and other applications relating to ownership and structure of banks and bank holding companies. In order to discharge their statutory responsibilities, the State Banking Board, Bank Commissioner, and bank examiners periodically conduct investigations, hold hearings, and perform allocations necessary to discharge their responsibilities.

The Department currently has two attorneys on staff, the Commissioner and legal counsel. Prior to her appointment by the Governor, the Commissioner held the position of Deputy Commissioner and General Counsel. Along with duties associated with upcoming legislative sessions, legal counsel researches and advises the Staff on the application of the Banking Code, the Arkansas Administrative Procedure Act, and other applicable statutes within the Code. An extern will work directly with the Department legal counsel, assisting with legal research and other activities. The Department will interview prospective externs recommended for placement in the office prior to final approval of the placement.

ARKANSAS WORKERS' COMPENSATION COMMISSION (2 positions)

The Arkansas Workers' Compensation Commission (AWCC) was created by the people of the State of Arkansas with an Initiated Act in 1939. It is a quasi-judicial, quasi-legislative body; its mission is to provide a fair, efficient, and professional public agency to serve the people of Arkansas by administering actions required or authorized by Arkansas workers' compensation law. It is operated by its Chief Executive Officer who reports to the "Full Commission," a three-member body comprised of a Commissioner that represents Labor, a Commissioner that represents Management, and a neutral Chairman. The Full Commission hears appeals *de novo* from decisions by the Commission's twelve Administrative Law Judges, who ride circuit around the state from the Commission's offices in Little Rock, Fort Smith, and Springdale. Decisions by the Full Commission are appealable to the Arkansas Court of Appeals, and take precedence over all other civil appeals to the Court.

In addition to working with the Full Commission and Administrative Law Judges, an extern with AWCC will work closely with the Commission's Legal Advisors. The Legal Advisors are attorneys who advise unrepresented claimants and employers and conduct mediations around the state. Externs with AWCC will become familiar with all other AWCC divisions, including the Executive Offices, the Clerk of the Commission, Administrative Services, the Health & Safety Division, the Medical Cost Containment Division, the Operations/Compliance Division, the Self-Insurance Division, the Special Funds Division, and Support Services. Over thirty lawyers are employed at AWCC, and an extern can expect to be exposed to a variety of legal problems and solutions during the semester. The AWCC staff will interview prospective externs recommended for placement in the office prior to final approval of the placement.

UNIVERSITY OF ARKANSAS SYSTEM, GENERAL COUNSEL'S OFFICE (1 position)

The General Counsel for the University of Arkansas System represents the University of Arkansas Board of Trustees, the University President, the University system officers and employees, and all of the various University campuses and divisions around the State of Arkansas. Those campuses and divisions include: University of Arkansas, Fayetteville; University of Arkansas at Little Rock; University of Arkansas for Medical Sciences; University of Arkansas at Pine Bluff; University of Arkansas at Monticello; University of Arkansas, Fort Smith; Phillips Community College of the University of Arkansas; University of Arkansas Community College at Batesville; University of Arkansas Community College at Hope; Cossatot Community College of the University of Arkansas; University of Arkansas Community College

at Morrilton; the Division of Agriculture and its Community Extension Service; the Arkansas Archaeological Survey; the Criminal Justice Institute; University of Arkansas Clinton School of Public Service; and the Arkansas School for Mathematics, Sciences, and Arts.

In addition to providing day-to-day legal services and representation to all of those campuses, entities, and their officers and employees, the General Counsel's Office handles most University litigation in-house, except for cases involving specialized areas such as tax, bonds, and intellectual property. The Office also handles a large amount of transactional work, including contract drafting and review, and purchase or other disposition of personal property. As with all State legal offices, the General Counsel is consistently involved in a number of Arkansas Freedom of Information Act matters.

The vast majority of litigation that the General Counsel's Office handles is in the federal courts and primarily involves issues of employment discrimination, civil rights, First Amendment, or student constitutional rights. The Office also engages in some state-court practice in areas such as eminent domain and FOIA challenges. On an ongoing basis, the Office handles a good number of matters before the Arkansas State Claims Commission, involving personal injury, contract disputes, or medical malpractice claims against non-physician employees at UAMS. The Office's attorneys also are involved in a good number of internal grievance procedures at the campuses involving faculty, other employees, or students.

The responsibilities of an extern serving in the General Counsel's Office would include legal research, writing legal memoranda, drafting discovery and other basic documents, and perhaps some client contact as the opportunity presents itself. An extern also would be able to take advantage of any opportunities that might arise to attend depositions, hearings, trials, and other legal proceedings, and perhaps to assist the attorneys handling those matters in an appropriate manner. Because the practice of the General Counsel's Office is so heavily concentrated in areas involving federal constitutional and statutory law, especially in the areas of employment discrimination, civil rights, First Amendment, and student constitutional law, the Office has a preference for externs in their third year of law school or the second semester of their second year, so that the externs likely will have completed Constitutional Law and possibly Employment Discrimination or other elective courses in civil rights law. The staff of the General Counsel's Office will interview prospective externs recommended for placement in the office prior to final approval of the placement.

FEDERAL GOVERNMENT AGENCIES

FEDERAL PUBLIC DEFENDER, TRIAL UNIT (2 positions)

The Federal Public Defender of Arkansas operates under the authority of the Criminal Justice Act to provide legal representation to indigent persons in federal proceedings and related matters upon appointment by the United States District Courts. The Trial Unit represents persons charged with federal offenses and who cannot afford retained counsel. An extern in the Trial Unit will work exclusively on serious felony cases. Responsibilities include assisting trial

lawyers with the preparation and presentation of defense motions and legal arguments in federal district court.

Education, training, or experience in the fields of psychology, psychiatry, social work and/or education is desirable, but not necessary. Successful completion of courses in criminal procedure also would be beneficial, but it is not required. Strong research ability, people skills, initiative, and a commitment to equal justice are required. The Trial Unit will interview prospective externs recommended for placement in its office prior to final approval of the placement.

FEDERAL LEGISLATORS

OFFICE OF UNITED STATES SENATOR BLANCHE LINCOLN (2 positions)

Blanche Lincoln is Arkansas's Senior Senator in the United States Senate. Externs for Senator Lincoln work in her Little Rock office and handle matters for Senator Lincoln's constituents involving federal disability benefits, social security benefits, immigration issues, veteran's affairs, Medicare claims, and prisoners' rights.

Externs in Senator Lincoln's office work under the supervision of Senator Lincoln's caseworkers to investigate constituent inquiries regarding claims involving federal programs, rights, and benefits. Externs contact various government agencies to investigate the constituents' claims, and they communicate directly with the constituents to advise them of the status of their claims, notify them of hearing or appeal dates, and help them resolve their claims. **Externships in Senator Lincoln's office focus on constituent service and involve frequent contact with the general public, so strong people skills and communication skills are a must.**

MUNICIPAL GOVERNMENT OFFICES

OFFICE OF LITTLE ROCK MAYOR MARK STODOLA (1 position)

Mayor Mark Stodola, who began his term as the 72nd mayor of Little Rock in 2007, has a broad history of legal experience. Mayor Stodola has served as Public Defender for the City of North Little Rock, City Attorney for the City of Little Rock, Prosecuting Attorney for the Sixth Judicial District, City Attorney for Maumelle, and served several years as general counsel to the Little Rock National Airport. Over the years, his practice has included litigation on behalf of a host of Arkansas cities, including Pine Bluff, West Memphis, Rockport, Hazen, and others. Mayor Stodola also spent 11 years as a senior partner in the law firm of Catlett and Stodola, PLC. Additionally, Mayor Stodola has represented the Arkansas Municipal League along with several associations and business enterprises during every session of the General Assembly since 1987.

An extern serving in Mayor Stodola's office will: (1) draft ordinances; (2) conduct research on municipal issues and draft memoranda; (3) attend meetings of the Little Rock Board of Directors; and (4) research statutes involving a variety of government issues. City Board meetings occur weekly on alternate Tuesday afternoons and evenings, so an extern student would

likely need to be available during most of those times. During the legislative session, an extern also will have the opportunity to research proposed legislation and attend legislative committee meetings. Mayor Stodola will interview prospective externs recommended for placement in his office prior to final approval of the placement.