

THE HONORABLE FRANK S. COOK

Address: Oneida County Family Court
Oneida County Courthouse
200 Elizabeth Street
Utica, New York 13501-3655

Telephone: 1-315-798-3655

Placement Supervisor: Christine Sabino Kiesel, Esq., Senior Court Attorney

Time Requirements: Flexible

Position Requirements: Interest in Family Law

Summer Participation: Yes

Externs will work with the Family Court Judges, Judicial Hearing Officers and Support Magistrates at the Oneida County Courthouse, Utica, New York. Westlaw is available in the Judges' chambers and the Supreme Court Library.

There are currently three Family Court Judges, Judge Frank Cook, Judge James Griffith, and Judge Bernadette T. Romano. Retired Family Court Judge John Flemma acts as a Judicial Hearing Officer. There are three Support Magistrates, Jawaad Rasheed, Stephen Haggas and Christine Barry. Externs will be supervised by Christine Sabino Kiesel, Esq., who is the Court Attorney (law clerk) to Judge Cook. They will work with the Judges, the Support Magistrates, and also with Steve Fortnam, Esq., who is the Court Attorney for Judge Griffith, and Peter Angelini, Esq., who is the law clerk to Judge Romano.

Family Court handles child neglect and abuse matters; child custody, visitation and support; paternity proceedings; domestic violence matters; adoptions; juvenile delinquency and Person In Need of Supervision proceedings; proceedings to terminate parental rights; and foster care review matters.

Externs will participate in every step of the Family Court process. They will observe court proceedings; research and draft memos of law on issues before the Court; participate in in-chambers conferences between the Judges and their law clerks; observe the processing procedure; and prepare drafts of opinions. Externs will be expected to become familiar with certain cases that are assigned to them, and to follow cases from arraignment to review of the final order.

THE HONORABLE STEPHEN D. GERLING

Address:	United States Bankruptcy Court Northern District of New York, 220 U. S. Courthouse Utica, New York 13501
Telephone:	1-315-793-8111
Placement Supervisor:	Sharon M. Persbacker, Esq.
Time Requirements:	Flexible
Position Requirements:	Bankruptcy, Secured Transactions, Creditors Rights recommended
Summer Participation:	Yes

The Honorable Stephen D. Gerling is one of two bankruptcy judges in the Northern District of New York. He sits in Utica as Chief Judge, while the Honorable Robert E. Littlefield, Jr. sits in Albany. Judge Gerling presides over 15 counties and rules on all matters emanating from cases filed by debtors residing in those counties. He currently holds motion terms in Syracuse and Binghamton on a bi-weekly basis and in Utica on a monthly basis. Judge Gerling conducts all other proceedings, including trials and evidentiary hearings, in Utica.

Judge Gerling's chambers and main courtroom are located on the second floor of the Alexander Pirnie Federal Building on Broad Street in downtown Utica. The Office of the Bankruptcy Clerk is located on the same floor. The Judge's immediate staff consists of a judicial assistant and one or two law clerks. His chambers include a fully equipped library with computer access to Westlaw and Lexis.

The placement will consist of assignments generated by issues presented within motions, hearings and trials in the context of contested matters and adversary proceedings. Students will be conducting research and observing court proceedings as well as working closely with the law clerk(s) and the Judge in writing informal memoranda of law and drafting decisions. Substantive law will encompass the Bankruptcy Code, the Uniform Commercial Code, and other applicable state and federal statutes, including the Code of Professional Responsibility. Procedural law will include the Federal Rules of Bankruptcy Procedure and the applicable local rules, as well as the Federal Rules of Civil Procedure and the Federal Rules of Evidence.

The Court views the Externship Program as a valuable learning tool for the law student as he or she works for a specialized federal Article I court. Students will be entrusted with matters commensurate with their proven ability and interest. They will not be expected to routinely perform clerical duties such as filing, photocopying or library detail although certain rudimentary tasks integral to their individual assignments, like "Shepardizing" and "bluebooking", will be pro forma.

THE HONORABLE MICHAEL L. HANUSZCZAK

Address: Onondaga County Family Court - Part One
Onondaga County Court House
401 Montgomery Street
Syracuse, New York 13202

Telephone: 671-2010

Placement Supervisor: Judge Hanuszczak

Time Requirements: Flexible

Position Requirements: Interest in Family Law

Summer Participation: Yes

This externship is designed to give the extern experience in the area of family law and the practical skills as to how an attorney should proceed in a contested court proceeding.

Family Court's jurisdiction includes child neglect and abuse matters; child custody, visitation and support matters; paternity proceedings; domestic violence matters; adoptions; juvenile delinquency and Persons in Need of Supervision cases, as well as proceedings to terminate parental rights.

Externs will be responsible for researching various family law issues and writing memoranda. Externs will have the opportunity to extensively observe court proceedings including trials, hearings, and settlement negotiations.

THE HONORABLE BRYAN R. HEDGES

Address: Onondaga County Family Court
Acting Supreme Court Justice
Onondaga County Court House
401 Montgomery Street
Syracuse, New York 13202

Telephone: 671-2040

Placement Supervisor: William F. Dowling

Time Requirements: Flexible

Position Requirements: None

Summer Participation: Yes

This externship is designed to give the extern practical experience in the area of family law, writing for publication, and the practical skills of regarding how an attorney should proceed in a contested court proceeding.

Externs will be responsible for researching law on various family law and other Supreme Court civil legal issues, writing memorandums, and assisting with writing judicial opinions. Externs will have the opportunity to observe various court proceedings including trials, hearings, and settlement negotiations.

Family Court handles child neglect and abuse matters; child custody, visitation and support; paternity proceedings; domestic violence matters; adoptions; juvenile delinquency and Person In Need of Supervision (PINS) proceedings; proceedings to terminate parental rights (TPR's); and foster care review matters.

Judge Hedges' Supreme Court assignments range from matrimonial cases to malpractice litigation as well as trials. Externs will participate in every step of the process, supervised by William F. Dowling, Esq., who is the Court Attorney to Judge Hedges.

Externs will be given a wide range of duties, as the court views the externship program as a valuable learning tool for the law student and a fine opportunity to gain invaluable legal experience.

DISTRICT JUDGE DAVID N. HURD

Address: United States District Court
Northern District of New York
Federal Courthouse
10 Broad Street
Utica, New York 13501

Telephone: 1-315-793-9571

Placement Supervisor: Donna J. Case, Principal Law Clerk

Time Requirements: Flexible

Position Requirements: Constitutional Law and Civil Procedure preferred

Summer Participation: Yes

Externs participate in a wide variety of judicial tasks, including the preparation of draft opinions on dispositive motions which may be published in the Federal Supplement upon finalization; bench memoranda in preparation for trials and oral arguments on motions; and instructions to the jury in civil and criminal matters. Externs also observe civil and criminal proceedings. The opportunity to earn valuable experience is only limited by a particular student's ability and enthusiasm.

THE HONORABLE THOMAS J. McAVOY

Address:	United States District Court Northern District of New York 206 Federal Building 15 Henry Street Binghamton, New York 13902
Telephone:	1-607-773-2892
Placement Supervisor:	Marlene Price, Judicial Assistant
Time Requirements:	One 8 hour block and one 4-6 hour block preferred
Position Requirements:	None
Summer Participation:	Yes

Judge McAvoy's docket includes both civil and criminal matters. He has two full-time law clerks that assist in researching and writing court decisions. The Courthouse has two courtrooms and a library with complete federal resources and limited New York State resources, WESTLAW, LEXIS, and computers outfitted with WordPerfect software.

Students are selected on the basis of strong research and writing abilities; they are expected to take full responsibility for individual motions assigned to them and to prepare written opinions with the assistance of the Judge's law clerks. Work on motions includes all research and drafting and preparing final memoranda and decisions for publication. Knowledge of the Federal Rules of Civil Procedure and the jurisdiction of the federal courts will prove helpful.

Students begin by working on civil rights cases filed by prisoners and some of the more straightforward habeas corpus petitions. Although students primarily spend their time on research and writing assignments, they are encouraged to observe a variety of court proceedings as part of their learning experience.

Students are expected to establish regular work schedules. A minimum of 10-12 hours per week is required during the academic year. A minimum of 25-30 hours per week is required during the summer.

THE HONORABLE MICHAEL F. McKEON

Address: Auburn City Court
153 Genesee Street
Auburn, New York 13021

Telephone: 253-1570

Placement Supervisors: Judge McKeon

Time Requirements: Flexible

Position Requirements: None

Summer Participation: Yes

Auburn City Court is part of the Unified Court System of the State of New York. There is one full time judge who is elected for a ten-year term and one acting judge who is appointed to the position by the City Council. Auburn City Court has jurisdiction over a variety of criminal, traffic and civil cases.

In the criminal part, City Court has jurisdiction for all crimes committed within the City of Auburn. City Court handles violation and misdemeanor offenses from arraignment through final disposition. City Court has felony jurisdiction from arraignment through a preliminary hearing only.

In the civil part, the court has a monetary jurisdiction of up to \$15,000 for cases filed. Landlord/tenant matters must involve property that is located within the City of Auburn; there is no monetary limit on these cases. The small claims and commercial claims monetary jurisdiction is up to \$5,000 and includes countywide jurisdiction. Housing code and zoning violations are also heard in Auburn City Court.

In the traffic part, all traffic offenses committed within the City of Auburn are handled here. These matters may be handled by appearing in person or by mail. Any person that wishes to protest a parking ticket issued within the City of Auburn may do so either by appearing in person or in writing by completing a protest form.

Externship duties will include observing criminal and civil trials, small claim proceedings, landlord/tenant proceedings, traffic court and all other court proceedings, engaging in researching legal issues relevant to City Court and writing draft memoranda, participating in in-chambers conferences with Judge McKeon, and researching and preparing drafts of opinions. In addition, externs will have some involvement in the Auburn Drug and Alcohol Treatment Court and Domestic Violence Court, two specialized courts currently in operation in Auburn City Court.

THE HONORABLE HOWARD G. MUNSON

Address: United States District Court
Northern District of New York
P. O. Box 7376
100 South Clinton Street
Syracuse, New York 13261-7376

Telephone: 234-8580

Placement Supervisors: Jake Curran and John Cook

Time Requirements: 25-30 hours a week

Position Requirements: **SUMMER PARTICIPATION ONLY** - Civil Procedure

Summer Participation: Yes

Judge Munson is a Senior United States District Judge, which many people misconceive as meaning that he is retired. Far from being retired, Judge Munson continues to carry a substantial caseload in the Northern District. His docket includes both civil and criminal matters. In addition to holding trials, he also holds motion terms twice a month to address such issues as dismissal of a complaint/indictment, summary judgment, and discovery disputes. The parties in advance submit papers in support and in opposition to such motions, and on the designated motion day the parties appear in court to present oral argument. The Judge then rules on the motion, either in a decision from the bench that day or in a written decision sent to the parties at a later date. Judge Munson has two full-time law clerks that assist in researching and writing court decisions, a courtroom clerk to manage court proceedings, and a full-time secretary for administrative functions. His Chambers include a library with complete federal resources and limited New York State resources, Westlaw, and a variety of computer terminals using WordPerfect software.

Externs are selected only for the summer and are chosen on the basis of strong writing and research abilities, as they will be working side by side with the law clerks on research projects for the Judge. They will be asked to draft memoranda, to assist the law clerks on specific issues, and may also be involved with drafting decisions for the Judge. Externs work primarily on civil matters, but are encouraged to observe a variety of court proceedings as part of their learning experience. Externs are supervised by the law clerks, and are expected to establish (reasonably) regular work schedules such that they are in Chambers approximately 25 - 30 hours per week in the summer. Large blocks of time are most beneficial to the extern and the staff in terms of accomplishing project goals. Externs are given a great deal of responsibility in researching issues, and will have opportunities to discuss those issues as well as general lawyering issues with the law clerks and the Judge. Knowledge of the Federal Rules of Civil Procedure and the jurisdiction of federal courts will prove helpful, as these subject areas are integral to many of the day-to-day activities in Federal Court.

U.S. MAGISTRATE JUDGE DAVID E. PEEBLES

Address:	United States District Court Northern District of New York P. O. Box 7345 100 South Clinton Street Syracuse, New York 13261-7345
Telephone:	234-8620
Placement Supervisor:	Judge Peebles
Time Requirements:	Flexible
Position Requirements:	Constitutional Law and Civil Procedure preferred
Summer Participation:	Yes

Externs participate in a wide variety of judicial tasks, including the preparation of draft reports and recommendations on dispositive motions which may be published in the Federal Supplement upon finalization; bench memoranda in preparation for trials and oral arguments on motions; and instructions to the jury in civil matters. Externs also observe civil and criminal proceedings. The opportunity to earn valuable experience is only limited by a particular student's ability and enthusiasm.

THE HONORABLE FREDERICK J. SCULLIN, JR.

Address: United States District Court
Northern District of New York
P. O. Box 7255
100 South Clinton Street
Syracuse, New York 13261-7255

Telephone: 234-8560

Placement Supervisors: Debbie Moore, Senior Law Associate

Time Requirements: Flexible

Position Requirements: None

Summer Participation: Yes

Placement in a United States District Judge's chambers will expose an extern to a broad variety of federal criminal and civil cases in every stage of the litigation process. While this may sound very exciting, it is also very demanding. We expect our externs to be diligent and motivated and to have the ability to provide us with a quality work product. In turn, we will provide our externs with one-on-one supervision, instruction and mentorship as well as an invaluable exposure to the workings of a judge's chambers and judicial decision-making.

An extern's responsibilities can be divided into two general categories: (1) conducting legal research and drafting memoranda under the supervision of the Judge's Senior Law Associate for the Judge's review and (2) courtroom observation. The assignments given to the externs will be challenging and will invariably involve many constitutional and federal legal issues arising out of the more than 600 civil and criminal cases presently pending before Judge Scullin.

We welcome all law students to apply for this position. We prefer students with strong writing and research abilities and above-average grades; however, we also look for externs who are "well-rounded" and possess life experience, good judgment, enthusiasm, and integrity. Although our academic year externship positions are open to both second and third year students, our summer externship positions are limited to students who are completing their first year of law school.

THE HONORABLE THOMAS A. STANDER

Address:	New York State Supreme Court Hall of Justice Room 400 Rochester, New York 14614
Telephone:	1-585-428-2082
Placement Supervisors:	Sherry Vile
Time Requirements:	Flexible for academic year; 30-35 hours per week during the summer
Position Requirements:	Second or third year students who rank in the top 1/3 of their class
Summer Participation:	Yes for students who have completed their second year and meet the Position Requirements

The externship is for a student of any year and requires the student to be in Rochester approximately one day a week. During this time, depending on the student's ability, the extern will primarily assist my law clerk in dealing with attorneys by phone and by correspondence, do initial research, and eventually perhaps write memorandum decisions for special term. The externship is a very flexible program designed by my law clerk and I to fit the needs of the student as well as the needs of the Court. We are very mindful that this is an educational experience and as part of the externship ask the extern to observe both criminal and civil cases. It is helpful, though not required, that the student spend any additional time he or she may have during the school holiday to learn more about Court.

The summer externship program is generally for a student who has completed the second year of law school. It is basically the same as the academic year position but the advancement of the student is usually such that substantial legal research and writing is assigned to the extern throughout the summer. In the past, we have had the summer extern spend one week with the District Attorney's and/or Public Defender's Office. In addition, we set up observations throughout the Courthouse of different Judges and various legal proceedings.