

**THE HONORABLE JAMES M. METCALF & THE HONORABLE SPENCER LUDINGTON**

<b>Address:</b>	Oswego City Court 20 West Oneida Street Oswego, NY 13126	Fulton City Court 141 South First Street Fulton, NY 13069
<b>Telephone:</b>	315-343-0415	315-593-8400
<b>Fax:</b>	315-343-0531	315-592-3415
<b>Placement Supervisor(s):</b>	Hon. James M. Metcalf, Oswego City Court Judge, Acting Oswego County Court Judge, Acting Oswego County Family Court Judge  Hon. Spencer J. Ludington, Fulton City Court Judge	
<b>Email Address(s):</b>	Judge Metcalf Cassie Kinney – Chief Clerk - <a href="mailto:ckinney@courts.state.ny.us">ckinney@courts.state.ny.us</a>  Judge Ludington Maureen Ball – Chief Clerk – <a href="mailto:mball@courts.state.ny.us">mball@courts.state.ny.us</a>	
<b>Time Requirements:</b>	<u>Academic Year:</u> 8 hours / week OR 12 hours / week. Time to be divided between courts as determined by Judges.	
<b>Position Requirements:</b>	Strong legal writing skills, familiarity with Criminal Law & CPLR	
<b># of Externs per Academic Year:</b>	1	
<b>Summer Participation:</b>	Yes	
<b># of Externs per Summer:</b>	1	
<b>Website:</b>	<a href="http://www.courts.state.ny.us/courts/5jd/oswego/index.shtml">http://www.courts.state.ny.us/courts/5jd/oswego/index.shtml</a>	
<b>Special Note(s):</b>	Students would have the opportunity to work in both Oswego & Fulton.	

Externs will assist the Judges with legal research in both criminal and civil court matters and will have the opportunity to draft decisions. Students will also have the opportunity to attend criminal and civil court calendars in Fulton & Oswego City Courts, attend Oswego County Drug Court and attend Oswego County Family Court. Neither Judge has a law clerk so the student extern is supervised directly by the Judge and the student does the work of a law clerk.