

UNITED STATES ATTORNEY'S OFFICE – Syracuse

Address:	U.S. Department of Justice, Northern District of New York P.O. Box 7198, 100 South Clinton Street Syracuse, New York 13261-7198
Telephone:	315-448-0672
Fax:	N/A
Placement Supervisor(s):	Charles E. Roberts, Assistant U.S. Attorney
Email Address(s):	charles.roberts@usdoj.gov
Time Requirements:	<u>Academic Year:</u> Average of 12 hours / week only. <u>Summer:</u> 40 hours / week).
Position Requirements:	Criminal Law, Evidence, and Torts preferred
# of Externs per Academic Year:	Between 7 - 9
Summer Participation:	Yes
# of Externs per Summer:	Between 3 - 5
Website:	http://www.usdoj.gov/usao/nyn
Special Note(s):	In addition to applying for the Externship Program, you must also apply directly to the U.S. Attorney's Office. In 2009, the deadline for submission of materials for consideration by the U.S. Attorney's Office was January 23 rd . The deadline for your Externship Program application will be March 9, 2009. Students must pass a background investigation before final acceptance into an externship position.

The United States Attorney's Office for the Northern District of New York is a branch of the U.S. Department of Justice and covers 32 counties in upstate New York. We have offices in Syracuse, Albany, and Binghamton, with a total of approximately 40 attorneys and 46 support staff. The Syracuse office has 20 attorneys. Areas of litigation include both civil and criminal practice, covering white collar and violent crime, organized crime, civil defense of government agencies, and affirmative civil enforcement.

The Assistant United State Attorneys come from a variety of backgrounds focused on litigation, including private practice, district attorney's offices, and judicial clerkships. Our support staff includes secretaries and paralegals. Our investigations are performed by federal law enforcement agencies such as the Federal Bureau of Investigation and Internal Revenue Service. We also work, mainly in civil cases, with Counsel's Offices for various agencies such as the U.S. Customs Service.

Students are assigned to individual attorneys to perform legal research, writing, trial assistance, and other work as needed. During the summer, one student will typically be assigned to two attorneys; during the school year, one student will typically be assigned to one attorney. Students spend most of their time performing both computerized and hard copy research in the library. Students whose attorneys are conducting trials may be involved in witness preparation, the writing of trial memoranda, jury instructions, and other documents, and assisting at the trial itself. Students are encouraged (with the permission of their attorneys) to observe trials, motions, and other proceedings generally.

During each summer, we hold periodic luncheons for our students. Speakers include attorneys both in and outside of this office, case agents, and others. Topics have included cross-examination, prosecutorial discretion, how to get a job,

videotapes of portions of the William Kennedy Smith trial, working with investigators, writing, and ethics. The luncheons provide a chance for students to learn more about the office and the specialties or interest of individual attorneys.