

UNITED STATES TRUSTEE'S OFFICE

Address:	Office of the U.S. Trustee U.S. Courthouse and Federal Building 10 Broad Street, Room 105 Utica, New York 13501
Telephone:	315-793-8191
Fax:	315-793-8133
Placement Supervisor(s):	Guy A. VanBaalen, Assistant U.S. Trustee
Email Address(s):	guy.a.vanbaalen@usdoj.gov
Time Requirements:	<u>Academic Year:</u> Either Average of 8 hours / week or Average of 12 hours / week. <u>Summer:</u> Average of 21 hours / week minimum.
Position Requirements:	None
# of Externs per Academic Year:	1
Summer Participation:	Yes
# of Externs per Summer:	1
Website:	http://www.usdoj.gov/ust/r02/utica.htm
Special Note(s):	Students will be required to pass a background investigation before final acceptance into an externship position.

The United States Trustee's Office for the Northern District of New York, Utica Division, is a component of the U.S. Department of Justice and covers 20 counties in upstate New York (inclusive of Syracuse, Binghamton and Utica).

The U.S. Trustee Program acts in the public interest to provide efficiency and to protect and preserve the integrity of the bankruptcy process. Specifically, it works to secure the just, speedy, and economical resolution of bankruptcy cases; monitors the conduct of parties and takes action to insure compliance with applicable laws and procedures; identifies and investigates bankruptcy fraud and abuse; and oversees administrative functions in bankruptcy cases.

During each semester / summer, externs will assist in the supervision and processing of bankruptcy cases. Students will perform a variety of functions including legal research and writing. This is an excellent opportunity to gain exposure in bankruptcy and debtor / creditor law.

Selected extern candidates are required to complete an application and background clearance check.