



Protect PT

Legal Intern (~15 hours/week)
Harrison City, Pennsylvania

Protect PT is accepting applications for qualified rising second year law students to be considered for our 2020 legal intern position.

Protect PT (PPT) is a 501(c)3 non-profit citizens' organization working to ensure the safety, security, and quality of life for residents of Penn Township, Trafford and surrounding communities in Westmoreland and Allegheny Counties. PPT educates local residents to become informed and involved in current local events to promote a more viable and communal future in terms of enforcement of gas and oil regulations. PPT partners with other similar community based organizations to conduct outreach, host educational workshops, and attend community events. Additionally, PPT actively participates in local hearings for new unconventional gas developments to reinforce local residents' constitutional rights to clean air and water under Article I § 27 of the Pennsylvania Constitution.

We are seeking a socially and environmentally conscious person who is passionate for helping others and the community. The legal intern will report directly to the Executive Director, and will receive assignment assistance and feedback from PPT's retained legal counsel. Ideal candidates for this position will have performed well in their legal research, legal writing, appellate advocacy, civil procedure, and constitutional law first-year coursework. The selected applicant will gain experience in interpreting and applying municipal ordinances, rules of civil procedure, statutes, administrative code, and environmental law.

Responsibilities::

- Conduct legal research (e.g. service of process, applicable filing steps, legal precedent, standing)
- Draft legal memoranda, briefs, and right to know requests
- Assist with preparing direct and cross exam questions
- Review expert reports, special exception permit applications, and health impact assessments
- Create meeting minutes for conferences and Zoning Hearing Board appearances
- Follow up with expert and lay witnesses to ensure attendance at hearings

Required Qualifications:

- At least one year of law school completed
- Ability to work independently and meet deadlines
- Ability to quickly learn PPT's legal strategy as it pertains to the overall goals of the organization
- Excellent oral and written communication skills
- Proficient in Google Docs and online collaboration

Preferred Qualifications:

- Weekday evening availability one to two nights per month to attend hearings
- Familiarity with WestLaw and LexisNexis

PPT offers a supportive and flexible working environment with telecommunication availability. PPT will work with the selected candidate's educational institution to meet credit or pro bono requirements.

How to Apply:

Qualified applicants should send a cover letter and resume to Gillian Graber, Executive Director, at gillian@protectpt.org. PPT strongly encourages people of color, women, LGBTQ individuals, and those with disabilities to apply.