



PRO BONO PROGRAM LAW STUDENT INTERN

Want to make a difference this summer? Land of Lincoln Legal Aid seeks a motivated law student to join us as a Pro Bono Program Intern in our East St. Louis office. Land of Lincoln Legal Aid provides free civil legal services to low-income individuals in 65 counties in Illinois. We are committed to working for justice with those whose voices might otherwise not be heard; to assist individuals in advocating for themselves; and to make positive changes in collaboration with the communities we serve.

Through our Pro Bono Program, we collaborate with law firms, private attorneys, and volunteers to expand our capacity to serve clients throughout Central and Southern Illinois, ensuring that more individuals have access to the legal representation they need to navigate complex legal issues and achieve justice.

As the Pro Bono Program Law Student Intern, you will work under the supervision of the Pro Bono Manager to assist with various aspects of the program. This is an excellent opportunity to learn about the legal needs of low-income clients, the structure of civil legal aid, and the role of pro bono attorneys in addressing those needs.

Responsibilities include but are not limited to:

- Help maintain and update records in the organization's case management platform, tracking pro bono case progress and updating pro bono volunteer contact information
- Support efforts to identify potential pro bono attorneys, conduct outreach, and foster relationships with local law firms and legal professionals
- Attend staff meetings, collaborate with external stakeholders, and assist with various administrative and programmatic tasks as needed
- Assist in preparing for and organizing at least one pro bono clinic, including coordinating pro bono attorney participation and supporting clients during these events

Qualifications:

- Completed 1L or 2L year of law school
- Demonstrated ability to build relationships and work with people of diverse social, economic, and racial/ethnic backgrounds
- Excellent verbal, analytical, writing, and organizational skills
- Highly motivated, with a strong attention to detail
- Experience with database management or data entry is preferred, but not required
- Strong commitment to justice for all

Special Working Conditions and Demands:

- Applicants must have reliable transportation, valid driver's license, and car insurance
- Applicants must have regular access to a computer and internet

Compensation: \$6,500 for 400 hours of work over 10 weeks during the summer of 2025

Please send a cover letter, resume, and writing sample to:

Sara Ramsey, Pro Bono Manager at sramsey@lincolnlegal.org

Land of Lincoln is an equal opportunity employer and encourages applications from people of color, persons with disabilities, women, LBGTQIA+ gender non-conforming individuals, and people with life experiences or educational backgrounds that add to our diversity and our capacity to provide high quality legal aid.