

**U.S. DISTRICT JUDGE KIRK E. SHERRIFF
UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF CALIFORNIA
LAW STUDENT EXTERNSHIP OPPORTUNITY FOR SUMMER 2025
Application Deadline: February 7, 2025**

District Judge Kirk E. Sherriff invites 1L and 2L students with excellent research and writing skills to apply for a judicial externship in his chambers in Fresno, California, for **Summer 2025**.

Position Details: Externs will work approximately 40 hours per week. Judge Sherriff prefers that externs work in-person but may consider having a remote extern under certain circumstances. If the applicant seeks a remote position, the applicant should indicate that in the cover letter. Externs will substantively analyze pending motions, conduct legal research, draft legal memoranda, and develop case management skills. Externs will also have opportunities for court observation.

Qualifications: Applicants must have completed, or be scheduled to have completed, at least one year of law school at the time of the start of the externship. Applicants must have excellent research and writing skills and the ability to work independently.

Application Process: **The deadline to apply is February 7, 2025.** To apply, students should submit (1) a cover letter; (2) a resume; (3) a writing sample; (4) law school transcript; (5) undergraduate transcript; and (6) a list of two professional references as a single PDF document to Victoria Gonzales at vgonzales@caed.uscourts.gov. The writing sample should be no more than 10 pages and should be reflective of the student's work; that is, it should be unedited, or at most, have been only lightly edited by another. The law school transcript should reflect at least one semester's worth of grades. Applicants may submit "unofficial" transcripts.

Other: Judicial externs do not receive compensation from the Court.

All judicial externs are subject to a Code of Conduct, which can be found on the district court's website at www.caed.uscourts.gov (go to *Careers> Employment Information> Code of Conduct*). All judicial externs are required to undergo an FBI fingerprint background check, and all information provided is subject to verification and background investigation. Applicants must be eligible to work in the United States. Applicants selected for a judicial externship will be required to complete (and provide acceptable documentation for) the Department of Homeland Security - U.S. Citizenship and Immigration Services [I-9, Employment Eligibility Verification](#) form. Students who do not hold U.S. citizenship should consult with their law school prior to applying to confirm this requirement can be met.

Applicants with diverse and/or underrepresented backgrounds and applicants with a commitment to public service are encouraged to apply.

Questions regarding academic credit and law school requirements should be directed to the student's law school.