



# College Student Intern - Paid

Duty Station: Detroit

**OVERVIEW** The Clerk's Office for the United States Bankruptcy Court for the Eastern District of Michigan is accepting applications for a part-time summer college student intern. This internship opportunity results from a collaborative effort between the Bankruptcy Court and the Bankruptcy Committee of the Federal Bar Association for the Eastern District of Michigan. The goal of the program is to prepare a student for future career opportunities in the federal judiciary. This is an excellent opportunity for an individual who is interested in learning about the federal court system, is self-motivated with a strong attention to detail and who is committed to promoting diversity, equity and inclusion. The successful candidate will be exposed to various fields and opportunities within the federal judiciary.

The internship is for a 6-week period. The selected candidate will receive a \$3000 stipend funded by the American College of Bankruptcy Foundation. Work schedules are flexible depending on the availability of the selected candidate.

The Clerk's Office for the United States Bankruptcy Court for the Eastern District of Michigan serves the eastern half of the lower peninsula and supports six federal bankruptcy judges. Court offices are in Detroit, Flint and Bay City. The duty station for this internship is in the Detroit office.

**MINIMUM QUALIFICATIONS** To be eligible for consideration, the applicant must:

1. Be a rising college junior or senior.
2. Be in good standing at an accredited college.

**ADDITIONAL QUALIFICATIONS** The ideal candidate:

- Has excellent communication skills, both verbally and in writing.
- Is self-directed and able to work with limited supervision.
- Has a high level of organization with experience working on multiple projects concurrently.
- Has a demonstrated commitment to the principles of diversity, equity, and inclusion.
- Has strong interpersonal skills and displays cultural sensitivity.

**TO APPLY** Qualified applicants should submit a letter of interest expressing why diversity and inclusion is important to the judiciary along with a résumé and transcript via e-mail to [HR@mieb.uscourts.gov](mailto:HR@mieb.uscourts.gov). This position is open until filled. First consideration will be given to applications received by **March 28, 2024**. All documents should be sent as one PDF attachment (no ZIP files). Please note the position that you are applying for in the subject line. Only those applicants selected for an interview will be contacted.



APPLICANTS MUST BE U.S. CITIZENS OR ELIGIBLE TO WORK IN THE UNITED STATES.

**An Equal Opportunity / EDR Employer**