



**DALLAS COUNTY JUSTICE OF THE PEACE 4-2
JUDGE SASHA MORENO**

SUMMER 2024 COURT INTERNSHIP

If you're interested in getting first-hand experience with the local court and justice system, apply today for the Dallas County Justice of the Peace 4-2 Court Internship.

INTERNSHIP DETAILS

- The internship will last for ten weeks during Summer 2024.
- Open to high school juniors or seniors and/or local college students.
- Internships would be part-time (1-3 days per week depending on schedule)
- The internship program would consist of the following:
 - *Daily Tasks and Responsibilities:* Interns will assist court clerks with basic administrative functions such as making copies, filing, and assisting with cases.
 - *Weekly:* Interns will have the opportunity to sit in on court hearings and take notes. Post hearing, students will meet with Judge Moreno to discuss any questions they have regarding the judicial process.
 - *Bi-weekly:* Interns will have lunch with Judge Moreno and other city and county officials to discuss their roles in the community, particularly with the justice system (i.e. Constable, City Council, School Board).
 - *Throughout internship:* Interns will work on either an essay or presentation to present to Judge Moreno and staff during their completion ceremony regarding their experience and overall thoughts of the justice system.

SCHOOL CREDIT: The court internship is part-time (approximately 20 hours per week) and unpaid. However, students can earn community service or class credit depending on the school's policies.

Summer 2024 INTERNSHIP TIMELINE:

- April 26, 2024 – Application Opens
- May 20, 2024 – Application Closes
- Week of May 20, 2024 - Review Applications and Set up Interviews
- May 28-June 7, 2024 - Conduct Interviews
- Week of June 10, 2024 – Send Decision Letters
- Week of June 24, 2024 - Internship Begins
- August 2, 2024 – Internship Ends

Applications can be found at [BIT.LY/JP4-2INTERNSHIP](https://bit.ly/jp4-2internship)

Please email application form and a resume to Myesha Conerway at myesha.conerway@dallascounty.org by **May 19, 2024**.

For any questions regarding the application process, you can also call the court at (214) 589-7000. If we feel like you're a good fit for the program, we will contact you regarding setting up an interview.

THANK YOU FOR APPLYING!