



About Littlejohn Law

At Lj Law, it's all about our clients- not us. We believe that focusing on a few things Real Estate and Probate allows us to provide our clients with the best information regarding their Real Estate and Probate Matters. We have a team of two skilled lawyers and several dedicated staff members. We handle Real Estate and Probate cases throughout the state of Ohio.

About Our Summer Internship Program

This program is a competitive summer internship for college and law school students looking for exceptional legal experience and exposure to transactional law.

Why Apply?

If you're interested in real estate, probate, estate planning, and/or a career in the legal field and want to intern at one of the best Real Estate and Probate law firms in Eastern Ohio, you are at the right place. Our summer internship program is exciting, hands-on, and fast-paced.

Who are We Looking For?

We are looking for a **maximum of 3 superstars**. We want people who are ambitious, flexible, and eager to learn. We accept undergraduate and law school students for our summer internship program (if you are in high school, please email office@littlejohnlawllc.com to discuss options). Lj Law takes pride in the fact that it considers applications holistically. Selections are made based on many elements of a candidates background. Make sure to tell us why you are a good fit here.

What is the Lj Law Summer Internship Program like?

As a summer intern, you will be able to:

- ❖ Observe legal proceedings and depositions
- ❖ Engage with legal documents
- ❖ Assist with legal responsibilities
- ❖ Write on legal topics
- ❖ Perform administrative duties
- ❖ Support our paralegals in reaching goals and deadlines
- ❖ Take on special projects depending on your skills and interest

Interns will be assigned to one paralegal/legal assistant for the summer. Interns will also work with the lawyers on a variety of assignments and are encouraged to observe inter-office training sessions. Interns will attend special lectures and participate in internship-wide competitions.

Logistics

The program is completely in person. It is 10 weeks and full time. The internship will begin on June 5th at 352 Main Street, Wintersville, Ohio 43953. Interns are not compensated for their work. School credit is possible at the discretion of your school.

How to Apply

Applicants are required to submit the following documents **by May 5th, 2023 (or until the program is filled)** via email to office@littlejohnlawllc.com:

- ❖ Custom cover letter
- ❖ Resume
- ❖ Current school transcript
- ❖ Writing sample

The subject of the email should specify that you are applying for the Lj Law Summer Internship Program. Incomplete or late applications will not be considered.

If you are chosen for an interview, you will be contacted regarding next steps.

Thank you for your Interest!