

# **SUMMER LAW CLERK JOB POSTING**

**UNIVERSITY OF CALIFORNIA  
OFFICE OF THE GENERAL COUNSEL  
VOLUNTEER LAW CLERK  
SUMMER 2025**

The UC Legal - Office of the General Counsel is seeking highly qualified, well-rounded first- and second-year law students to participate in our volunteer law clerk program during the summer of 2025.

We endeavor to expose our summer law clerks to the practice as well as the substance of law. In terms of research projects, preference is given to narrowly focused, relatively brief assignments, submitted by attorneys who are willing to work closely with the law clerks and to include them, when appropriate and possible, in meetings, hearings, negotiations, etc.

The law clerks will support the attorneys in responding to client inquiries, as well as in developing tools and resources to assist clients at the campuses and at the Office of the President. Assistance will be provided across a broad spectrum of subject matters within the following practice groups: (1) business, transactions and innovation (land use, real estate, intellectual property, inventions, environment health & safety, investments, construction, corporate transactions, tax, charitable giving, and others), (2) educational affairs, campus services, governance and compliance, (3) litigation, and (4) labor and employment. Assigning attorneys are expected to give constructive and comprehensive feedback to the law clerks on their work product.

This is a hybrid position with in-person attendance mandatory on Tuesdays and Wednesdays. Remote work may be an option during the other weekdays.

If interested, please submit your cover letter, resume, and writing sample in a single PDF file (e.g., Doe\_John.PDF) to <https://app.smartsheet.com/b/form/0d6b05834b7042e2b85caae0b0c575f>.

To ensure full consideration, candidates should apply by **Tuesday, December 31, 2024**. The posting will remain open until the positions are filled.

Summer law clerks qualify for a \$5,500 stipend from UC Legal that is paid directly to your law school.

UC Legal – Office of the General Counsel is located at 1111 Franklin Street, 8<sup>th</sup> Floor, Oakland, California 94607. For more information on UC Legal please visit <https://www.ucop.edu/uc-legal/index.html>.