

**Legal Intern (Unpaid)**

**2024-2025 Term**

**Closing Date: Open Until Filled**

**Office:** Circuit Court for Howard County, The Honorable Stephanie P. Porter

**Term:** Flexible

**Essential Functions:** Researches legal issues, reviews case files and motions as they are sent to Chambers, performs a variety of duties related to the court's case management. Performs other duties as assigned.

**Skills/Abilities:** Knowledge of laws, rules, court procedures. Knowledge of general office work such as filing and recording information. Knowledge of computer hardware and software. Excellent organizational and time management skills. Ability to perform legal research. Ability to read and understand law-related materials. Ability to perform all essential functions of this position.

**To apply, please send cover letter and resume to:**

[Lateisha.Reeves@mdcourts.gov](mailto:Lateisha.Reeves@mdcourts.gov)

**The Maryland Judiciary is a drug-free workplace and an equal opportunity employer, committed to diversity in the workplace. We do not discriminate on the basis of race, color, religion, age, sex, marital status, national origin, physical or mental disability, familial status, genetic information, gender identity or expression, sexual orientation, or any other characteristic protected by State or federal law. Applicants who need an ADA Accommodation for an interview should request the accommodation when notified of a request to be interviewed. Applicants must be United States citizens or eligible to work in the United States.**