

Clifford E. Riedel
District Attorney

201 LaPorte Avenue, Suite 200
Fort Collins, Colorado 80521-2763

Phone: (970) 498-7200
Fax: (970) 498-7250



1st ASSISTANT DISTRICT ATTORNEY
Mitchell T. Murray

2nd ASSISTANT DISTRICT ATTORNEY
Emily A. Humphrey

CHIEF DEPUTY DISTRICT ATTORNEYS
Andrew J. Lewis
Daniel M. McDonald
David P. Vandenberg
Gregory K. Biggers
Robert J. Percifield

Job Description – 2L Law Intern

Build your resume, gain experience, volunteer.

Law Interns work with County Court Deputy District Attorneys who handle traffic offenses and misdemeanor crimes.

Key Responsibilities:

- Arraignments (disposition of cases).
- Participate in plea negotiations on cases with attorneys and pro se defendants.
- Make bond recommendations and arguments in front of judicial officers during Bond Hearings.
- Legal research.
- Writing memos.
- Drafting motions.
- Participating in hearings and trials.

Qualifications:

- **Law students must have completed their second year so that they are eligible to practice under the Student Practice Act.**
- Basic knowledge of the criminal justice system and a genuine interest in law.
- Good communication skills.
- Motivated to work and learn.
- Be able to work quickly and pay attention to detail.

Supervision: Greg Biggers, Chief Deputy District Attorney

Training and Support:

- New hire orientation.
- On-the-job training and on-going support is done by Deputy District Attorneys and the direct supervisor.
- County Court Manual.

Time Commitment:

- **During the fall and spring semesters**, Full or Part time hours are acceptable. Interns who work part time are asked to commit to working half days with a consistent schedule.
- **During the summer semester**, interns typically work Full time (40 hours per week). Part time hours can be accommodated with a commitment to work FULL days and with a consistent schedule.

Benefits:

- Will be given the opportunity to practice law under the supervision of a licensed attorney.
- Will gain a greater understanding of the internal workings of the justice system.
- Will have further refined valuable research and legal skills that can be carried into the future.