

**OFFICE OF THE COUNTY COUNSEL  
COUNTY OF SANTA CLARA**

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**Winter, Spring & Summer 2022 Internship Announcement**

The County of Santa Clara's Office of the County Counsel is one of the nation's preeminent public law offices, serving as legal counsel to the County, its Board of Supervisors and elected officials, every County department and agency, and the County's various boards and commissions. The Office has widely been recognized for its excellence and commitment to justice, including through awards and recognition from the American Bar Association, the Daily Journal, the California Lawyer Magazine, the County Counsels' Association of California, and other leading legal institutions.

The Office's work covers a wide array of litigation and policy matters that significantly affect the health, safety, and well-being of the County's 1.9 million residents. The Office supports the County's efforts to protect public health and the environment, provide healthcare services, address homelessness, maintain roads and parks, ensure access to a fair criminal justice system, and protect vulnerable populations. The Office handles nearly all of the County's civil litigation, including employment, personal injury, child welfare, breach of contract, civil rights, taxation, environmental law, and social justice and impact litigation. The Office also provides all of the day-to-day legal services expected from any in-house legal team, including advice and counsel regarding emerging areas of law and transactional matters.

The Office is pleased to announce that it is now accepting internship applications for Winter, Spring, and Summer 2022. Based on their interests and the Office's needs, interns work in and across the Office's practice areas (described below) to help support the Office's work on behalf of the County and its 1.9 million residents. Interns will be tasked with significant substantive writing and research assignments and may have opportunities to assist in analyzing and drafting legislation. Interns also have opportunities to attend hearings and tour County facilities, and will gain an unparalleled view of the complex legal issues faced by county governments and the critically important work of a public law office.

**Teams and Associated Practice Areas**

**Child and Family Protection:** our attorneys handle all court proceedings involving allegations of abuse or neglect, provide advice regarding children's educational rights, and review the policies and procedures that guide County social workers.

**Civil and Code Enforcement:** our attorneys work to protect the health, safety, and wellbeing of County residents by enforcing the County Ordinance Code, as well as state law. Attorneys advise County departments on potential enforcement actions, coordinate investigations, and civilly prosecute responsible parties through trial and appeal.

**Civil Rights, Tort, and Employment Litigation:** our attorneys represent the County whenever suits or claims are filed against the County, its officials, or its employees. Civil rights proceedings, tort suits, and employment litigation constitute the bulk of the team's cases.

**Education Law:** our attorneys advise and represent the Santa Clara County Office of Education and certain local school districts on various legal issues to support local educational agencies in ensuring legal compliance, preserving resources, and promoting equitable treatment of students, staff, and families.

**Environment and Land Use:** our attorneys provide legal advice to various County departments and agencies including the Consumer and Environmental Protection Agency and the Office of Sustainability. Our team also advises on strategies and implementation measures to respond to the evolving built and natural environment that makes up Santa Clara County

**Finance and Government Operations:** our attorneys provide legal advice to County departments and agencies, such as the Registrar of Voters, Assessor, and Procurement Department. Our team also participates in litigation related to property taxation and election-related matters.

**Health and Hospitals:** our attorneys work on legal issues arising out of the operation of the County's three hospitals and other departments in the County health care system. Subject areas include medical records and confidentiality, consent to treatment, public health, mental health, health care for minors, managed care, emergency medical services, and clinical research.

**Human Services:** our attorneys provide advice to and draft legal documents for the County departments that provide benefits and supportive services. These departments include the Office of Supportive Housing, the County department tasked with combating homelessness, and the Social Services Agency, which administers federal, state, and local benefits and operates child and adult protective services.

**Labor and Employment:** our attorneys provide advice on all labor and employment matters, including employee discipline, interpretation of labor agreements, and compliance with state and federal laws. They also represent the County before the County's Personnel Board and regarding union grievances before labor arbitrators.

**Public Safety and Justice:** our attorneys provide legal advice to the County departments and agencies that make up the County's criminal justice and emergency response system. Attorneys work on legal issues related to law enforcement, criminal adjudication, juvenile justice, jail operations, reentry services, disaster preparedness and response, and related services.

**Social Justice and Impact Litigation:** our attorneys litigate affirmative high-impact consumer protection and social justice-oriented cases, draft new legislation, and develop innovative new policies and programs to advance the County's goal of securing economic and social justice for all its residents. The team also works to advance local, state, and national public policy reform through progressive local government action.

## Diversity and Inclusion

Santa Clara County is one of the most diverse communities in the United States, and its diversity is one of its greatest strengths. Our Office aims to reflect the communities we serve, and we believe that diversity in our Office is crucial to successfully performing the variety of work with which we are entrusted. Being able to draw on different perspectives allows us to be at the forefront of legal issues both locally and nationally. The Office of the County Counsel seeks a diverse applicant pool for every position, welcomes qualified applicants of all backgrounds, and hires based on fair and open competition.

## Application Guidelines

Internships are open to all law school students. Internships are unpaid, but we will work with interested applicants to facilitate public interest stipends, academic credit, or pro bono credit from their law schools if applicable. Unpaid post-bar internships are also available.

To apply, please send an email to [internships@cco.sccgov.org](mailto:internships@cco.sccgov.org) with (1) your resume, (2) a cover letter describing your interest in working with local government, any relevant experience, and listing **two or three** teams in our office that you are interested in working with, (3) the names and telephone numbers of two references, and (4) an unofficial law school transcript. Applications for Winter and Spring 2022 internships will be considered on a rolling basis until positions are filled, but applications are preferred to be submitted by October 15, 2021. Applications for Summer 2022 internships will be considered on a rolling basis until positions are filled, but applications are preferred to be submitted by December 10, 2022—applicants in their first year of law school may supplement their applications with their grades as they become available.

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