

**To: Prospective Interns**

**From: Dr. Fergus Ryan, fergus.ryan@nuim.ie**

**Re: Internships in Dublin, Ireland**

**Date: 18 January 2014**

## **I. OVERVIEW OF THE INTERNSHIP PROGRAM**

Welcome to the University of Tulsa Dublin Summer Program. This memo is intended for those students considering taking the internship element of the program in Dublin in 2014.

### **What is the internship program?**

The internship program offers students the opportunity to take up a short-term, part-time, credit-bearing placement with a lawyer, government department or agency, or NGO based in Dublin, Ireland. The purpose of the internship program is to offer students first hand experience of and insight into the Irish legal system, as well as affording some exposure to the culture and society of Dublin and Ireland.

The internship program is now over ten years old, during which time we have placed over 200 interns, an average of 20 per annum. The vast majority of students on the internship program have rated their experience as positive or very positive. Students appreciate, in particular, the opportunity to engage with local people, to learn about Irish and European law, and to gain practical work experience.

### **How much work does the internship require?**

The internship program lasts for the **four weeks** of the Dublin study abroad program from Monday June 9 to Friday July 4, 2014. Typically, it requires students to complete some tasks and/or research assignments for their internship providers. The work involved is compatible with the other elements of the Dublin program, though it is important to consider the following important points when considering whether to undertake an internship:

1. Interns will be expected to devote between **15 and 20 hours a week** to the internship.
2. In some cases, this may entail being 'on site' for 3 to 4 hours a day, 3 to 5 days a week. Some internships, by contrast, will require interns to work 'off site', primarily doing research in the University College Dublin library.
3. The 'on site' internships may limit your choice of classes, so as to require you to be available on site at your internship provider's office for 3 to 4 uninterrupted hours each day. In particular, the assignment of an internship may dictate which other courses you can (and cannot) take.
4. The internship program is more than likely not compatible with a class schedule

that spans the full day as most internships require on-site attendance either for the entire morning or entire afternoon. If you plan to take morning and afternoon classes, it probably will not be feasible to undertake the internship.

5. Thus, to gain the maximum benefit from the internship, students should select classes so as to facilitate their attendance at the internship **either for the whole morning or for the whole afternoon.**
6. Most interns will be expected to undertake some research as part of the internship.
7. Some of the internship tasks may entail the necessity to devote some weekend time to research.
8. The ABA requires a classroom component and you will be required to attend lectures as part of the Internship module for approximately four hours over the course of the program (including the internship orientation session). Attendance will be monitored.
9. Most of the internships are located in Dublin City Centre, which is approx. 2-3 miles from University College Dublin, where most of you will be staying. Some travel will be required. Getting to and from internships will thus require taking either a bus or other means of transport. The bus network, however, is generally very comprehensive, regular and safe.

The internship providers are devoting considerable resources to providing supervision and to offering an interesting and rewarding internship experience. Interns must undertake these internships with the same commitment they would give to paid legal employment in the US.

***If you think that you would prefer more free time for exploring Dublin and/or for travelling around Ireland and Europe at weekends, you might consider taking alternative courses in place of an internship.***

**PLEASE NOTE:**

- 1 These internships **last for the duration of the Tulsa summer program only.** It is not possible for us to secure internships of a longer duration.
- 2 Internships are **unpaid.** It is not possible for us to negotiate paid internships.
- 3 A majority of our internships are with barristers. These are sole practitioners who specialise in litigation and court-based advocacy. We also have three placements with private law firms comprised of solicitors (office-based lawyers).

## **II. ASSIGNMENT OF INTERNSHIPS**

### **What internships are available?**

Prospective internships are listed below, along with a brief description. It is important to note that the listing of an internship does not necessarily mean that we

will be successful in placing an intern with that agency. The internship providers are offering internships on a voluntary basis. As such, we are dependent on the goodwill of the agencies and organisations involved. Advertised internship opportunities may not be available/may be withdrawn, though new opportunities not listed below may be added (in which case we will let students know as soon as possible).

### **How many internships are available?**

While we try to accommodate as many interested parties as possible, the number of available internships is limited. Places on the program are assigned on a first come first served basis. An initial cap of 23 places applies; after these places are full, further interested parties are placed on a waiting list. In the past, we have been able to accommodate nearly all those on the waiting list.

### **How are internships assigned to students?**

1. In the first instance, we ask potential interns to express in order of preference an interest in 5 of the named internships. While we will make every effort to match interested interns with appropriate internship providers, we cannot guarantee any particular internship to any particular intern, nor can we guarantee that you will be placed in one of the five internships that you preference. Therefore, additional information that you provide on the form regarding your legal interests, career goals, and background is often helpful to us in locating an internship that matches your interests, if at all possible. The additional information is particularly helpful in making placements with new internship opportunities that arise later in the Spring.
2. Some of the internship options are more popular and perceived (correctly or otherwise) to be more prestigious than others. As a result, for some of the internship options, demand exceeds supply, such that we will more than likely not be able to accommodate everyone's first preference.
3. In some cases, internship providers ask that they be allowed to choose the relevant intern. In such cases (subject to the point made directly below), the relevant internship provider is sent copies of the resumés of students who have expressed an interest in the internship. Where the number of interns who have expressed an interest in a specific internship option is higher than 10, we reserve the right to preselect a smaller number of candidates based on academic performance together with the ranking that they have given to that internship. (*e.g.* if 15 students express an interest in a particular internship, we may prioritise the resumés of candidates with a stronger academic profile who have ranked this internship as a 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> choice.)
4. In most cases, internship providers are happy to allow us to choose the intern that will be placed with a particular internship. In such cases, the more popular internships are assigned by reference to a combination of the following criteria:
  - i. Level of preference and interests indicated by the student
  - ii. Academic record

- iii. Previous work and voluntary experience
- iv. The availability of internships in respect of which the intern has expressed a higher preference.

While we will make every effort to match interested interns with internship providers, we cannot guarantee any particular internship to any particular intern.

Some added points to note:

1. Please make sure that you list your GPA when applying for the course. **If you do not do so, your resumé will not be sent to some of the more popular internship providers.**
2. If you have a particular interest in a particular area or areas of expertise, please let us know on your preference form, but do bear in mind that because of the limited number and type of internships available, we may not be able to accommodate your particular interest.
3. A few U.S. law schools place restrictions on the type of internships that will be awarded academic credit. If you are a non-TU student and your home school has such restrictions, please indicate the criteria for academic credit on the preference form and we will attempt to accommodate those restrictions, if possible.

### **Can I drop an internship?**

*Prior to arrival in Dublin:* Once allocated, interns are offered the opportunity to accept or reject a particular internship via email with Dr. Ryan. While we will make every effort to ensure that you obtain an internship that meets your expectations, please note that if you reject a particular offer, there is no guarantee that we will be in a position to offer you another or more preferable internship.

If you decide before you arrive in Dublin that you do not wish to take up an internship, whether before or after allocation, please let Mary Guilfoyle Holmes at the University of Tulsa know as soon as possible via email at [mary-holmes@utulsa.edu](mailto:mary-holmes@utulsa.edu).

*Once you arrive in Dublin:* You will be allowed to drop an internship if your first actual work session at the internship does not meet your expectations. In such cases, the University cannot guarantee that it will be able to place you in an alternative internship.

If you elect to continue with the internship after the first work session, you will not be permitted to drop the internship thereafter unless there are extraordinary circumstances, such as a death in the family. Under normal circumstances, failure to complete an internship will result in a failing grade in the course.

If you do have a problem with the internship provider, you should immediately discuss this problem with the internship director.

### III. ASSESSMENT OF INTERNSHIPS

To qualify for academic and ABA credit, students are required successfully to complete the internship program. It is the responsibility of the internship director, in consultation with the Director of the Dublin program, to assess the work of interns and to determine whether interns will be permitted to gain credit for their endeavours.

Assessment will be based on a review of the following:

- The internship provider's general assessment of the intern's work;
- The internship director's assessment of an experiential internship journal (see below);
- Attendance at and participation in classes;
- If available, the internship director's assessment of any work completed by the intern as part of his or her internship program.

#### **Journals**

Interns will be expected to keep an experiential journal detailing their experiences and impressions gained as part of the internship. These journals must be submitted by Friday July 11, 2014.

Included in these journals should be:

- An account of work completed as part of the internship or on behalf of the internship provider.
- An account of any activities (e.g. court visits, searches in the companies office etc...) carried out by the intern as part of the internship program.
- A general description of the work carried out by the internship provider, with particular reference to the statutory framework within which the internship provider operates.
- A note on any similarities or differences (legal, cultural, social and economic) that the intern has observed between working in the Irish legal environment and in that of the intern's home state or in the U.S. generally.
- An assessment of the value of the experience working with this particular internship provider, with particular reference to any advantages or useful experiences gained by the intern
- A note of any difficulties or problems that interns have encountered as part of their internship and an assessment of what impact these difficulties had on the success of the student's internship.
- **The journal should include, finally, a note of approximately 250 words setting out how you would explain to a potential employer the 'value added' that you have gained as a result of your internship experience, in other words, how your internship makes you more employable.**

#### **IV. DETAILS OF POTENTIAL INTERNSHIPS**

Students should rank 5 or more internships in order of preference on the internship preference form and submit this information as soon as feasible to Mary Guilfoyle Holmes via email at mary-holmes@utulsa.edu or fax at (918) 631-2194. TU students can turn in their forms to the Study Abroad Office in the law library, room #3105, or to the Faculty Support Office. We will start to allocate internships in mid to late March: as such, the sooner you submit your preferences, the wider the choice available. Failure to submit preferences in time may result in your being precluded from consideration for certain internships.

Please rank the following internships in order of preference. *Unless otherwise indicated all internships are located in Dublin City Centre, a short (30 minute) bus journey from the UCD campus.*

For further information on each internship, please see the relevant websites.

#### ***THE LEGAL PROFESSION***

##### **Barristers at the Law Library (Up to 12 interns)**

The Irish legal profession is split into two separate cohorts. The first port of call for a member of the public seeking legal advice is a solicitor. Solicitors perform most of the 'office' work reserved to lawyers, in particular providing legal advice, drawing up contracts, wills and deeds, and effecting commercial and property transactions. Barristers, on the other hand, function as court advocates, preparing and presenting legal argument in Court on behalf of a client. Barristers are 'briefed' by solicitors, and solicitors often attend court but (except in the lower courts) rarely involve themselves in oral argument.

Barristers typically cannot be approached directly by members of the public seeking legal advice. The latter must first proceed to obtain advice from a solicitor who, if court proceedings are contemplated, will consult a barrister. A barrister may, furthermore, prepare reports advising solicitors on the likely success of a proposed course of action.

Barristers are sole practitioners. In Dublin, they are generally based at the Law Library, which is housed in the Four Courts, on Inns Quay.

Approximately 12 barristers have expressed an interest in taking on an intern. These barristers appear in the Irish courts and will need assistance primarily with legal research. They will introduce students to the world of the Irish barrister,

offering an interesting pathway to learning how the Irish legal system operates.

**If you are interested in being placed with a barrister, please let us know if there is a particular area of expertise that would interest you. Of the barristers with whom we deal, the main areas of expertise are CRIMINAL LAW and IMMIGRATION/REFUGEE LAW. One of the barristers also specialises in IP LAW/COPYRIGHT. If you have a particular interest in either of these areas or in another area of specialism, please let us know.**

**Please note:**

1. If you are assigned to a barrister, you will need, ideally, to be available for full mornings or afternoons.
2. As the Law Library has limited space, it is not possible to assign interns a desk on site, though interns will have access for research purposes to the UCD library.
3. In 2014, the barristers' Whitsun holiday coincides with the time interns are in Dublin. As such, the courts will be closed for around a week and a half while you are here. Some barristers may still be working during that time; others may be on vacation. In all cases we will be asking barristers to assign work to interns during the holiday.

**For further information see:** [www.barcouncil.ie](http://www.barcouncil.ie)

### **Beauchamps Solicitors (1 intern)**

Beauchamps is one of Dublin's leading solicitors' law firms. With 24 partners (who are solicitors), it has a broad range of areas of expertise, though the work of the firm is primarily commercial. This internship is with a partner specializing in IP Law.

**This internship would be of interest to:** students with an interest in commercial law, IP Law, European Union Law.

**For further information see:** [www.beauchamps.ie](http://www.beauchamps.ie)

### **D'Arcy Horan Solicitors (1 intern)**

D'Arcy Horan Solicitors is a solicitors' law firm specialising in criminal defence and civil litigation.

**This internship would be of interest to:** students with an interest in criminal law and general practice.

**For further information see:** [www.dhs.ie](http://www.dhs.ie)

### **Connolly Finan and Fleming Solicitors (1 intern)**

Connolly, Finan and Fleming is a solicitors' law firm specialising in criminal defence with some general practice work.

**This internship would be of interest to:** students with an interest in criminal law and general practice.

### ***IRISH GOVERNMENT/STATE DEPARTMENTS AND AGENCIES***

#### **Department of Agriculture, Food and the Marine, Legal Department (1 intern)**

The Department of Agriculture, Fisheries and Food is a large government department with responsibility for maintaining and regulating Ireland's vibrant agri-business sector. Ireland has a strong farming and food sector with a global reputation for high quality produce. Agriculture and food account for a significant proportion of GDP and foreign exports and employ large numbers of people in farming and food preparation industries. Much of the work of the Department relates to the implementation of European Union directives and the EU's Common Agricultural Policy.

The relevant intern will be working with the legal advisers to the Department, and will be participating in work pertaining to a wide range of legal issues concerning agriculture in Ireland.

**This internship would be of interest to:** students with an interest in agriculture, animal welfare, rural development, food, the environment/environmental law, European Union law, Law of Torts and/or Property Law.

**For further information see:** [www.agriculture.gov.ie](http://www.agriculture.gov.ie)

#### **Health and Safety Authority (1 intern)**

The Health and Safety Authority is a state agency responsible for the promotion and enforcement of workplace health and safety in Ireland. It is charged, in particular, with assessing levels of personal safety and health in the workplace, especially in hazardous lines of works. The Authority monitors compliance with occupational health and safety legislation and takes enforcement action (including prosecution) where necessary. It is an expert centre for information and advice to employers, employees and self-employed and it promotes education, training and research.

It is envisaged that the intern assigned to this agency would undertake comparative research on the law of health and safety; past projects include a review of corporate manslaughter statutes in various common law jurisdictions.

**This internship would be of interest to:** students with an interest in health and safety, torts, employment law and construction law.

**For further information see:** [www.hsa.ie](http://www.hsa.ie)

### Office of the Attorney General (1 intern)

The Attorney General is the chief legal officer of the State, charged with advising the Government directly on legal and legislative matters, as well as taking proceedings to enforce public rights, including those guaranteed by the Constitution. The Attorney General is responsible in particular, for the drafting of legislation, advising the Government on legal and constitutional matters and representing the State in litigation, particularly constitutional litigation. The President of Ireland appoints each Attorney General on the advice of the Taoiseach (Prime Minister), though the Attorney General is independent in the performance of her functions.

**Points to note:**

Interns at this office are required to sign an undertaking of strict confidentiality as regards the work that they complete.

**This internship would be of interest to:** students with an interest in Constitutional Law, litigation, Administrative law, European Union law and International Law.

**Points to note:** Because of the high demand for this internship, it is likely that only students with strong academic credentials will be considered.

**For further information see:** <http://www.attorneygeneral.ie/>

### Office of Chief State Solicitor (CSSO) (2 interns)

The Chief State Solicitor's Office is a State body attached to the Office of the Attorney General. It is broadly responsible for providing legal advice to the State and state agencies and preparing documentation relating to proceedings taken by or against the State. The Chief State Solicitor's Office provides litigation services to the State together with a wide range of legal services not involving litigation, for example advisory and conveyancing services. In effect the functions of the Chief State Solicitor are to act as solicitor to Ireland, the Attorney General, the Director of Public Prosecutions and Government Departments and Offices.

**This internship would be of interest to:** students with an interest in Criminal Law and Extradition Law, Administrative Law, litigation, Human Rights and International Law.

**Points to note:** Although this is a busy internship, much of the experience involves observation of the workings of the CSSO. If you would prefer to conduct independent research that may be of use to your internship provider, you may wish to select an alternative internship.

**For further information see:** [www.csso.gov.ie](http://www.csso.gov.ie)

### **Office of the Director of Public Prosecutions (2 interns)**

The Director of Public Prosecutions (DPP) is an independent state official responsible for the prosecution of indictable offences. The DPP is responsible, in particular, for determining prosecution policies and strategies and making decisions as to whether alleged criminal offences should be prosecuted. The DPP enforces the criminal law on behalf of the People, prosecuting indictable offences and providing guidance to the police service (Garda Síochána) in relation to the prosecution of summary offences. The Office comprises also the Office of the Chief Prosecution Solicitor.

**Points to note:**

Interns at this office are required to sign an undertaking of strict confidentiality as regards the work that they complete. Interns may be required to provide character references.

**This internship would be of interest to:** students with an interest in Criminal Law, criminology, constitutional law, human rights, social policy, sentencing policy, prosecution policy

**For further information see:** [www.dpp.ie](http://www.dpp.ie)

### **Senator, Irish Parliament (1 intern)**

We have an internship with a Senator (possibly 2) in the Irish Parliament. The Senate (Seanad Éireann) is the upper House of the Irish national parliament, the Oireachtas. It has sixty mostly indirectly elected members. Unlike the US Senate, it is the weaker of the two Houses of Parliament. The Senate sits two-three days per week.

An intern in this internship will shadow the Senator and perform some work for the Senator, who is a member of the minority in the Seanad.

**This internship would be of interest to:** students with an interest in politics, legislation, electoral law, constitutional law, human rights, social policy.

**For further information see:** [www.oireachtas.ie](http://www.oireachtas.ie)

## **NON-GOVERNMENTAL ORGANISATIONS**

### **Children's Rights Alliance (1 intern)**

The Children's Rights Alliance is a coalition of over 80 non-governmental organizations working to secure the rights and needs of children in Ireland, by campaigning for the full implementation of the UN Convention on the Rights of the Child. It aims to improve the lives of all children under 18, through securing the necessary changes in Ireland's laws, policies and services. It has been particularly active in promoting an amendment to the Irish Constitution to improve the protection offered thereby to children.

**This internship would be of interest to:** students with an interest in family law, human rights, constitutional law, child law.

**For further information see:** [www.childrensrights.ie](http://www.childrensrights.ie)

### **Irish Business and Employers' Confederation (1 intern)**

The Irish Business and Employers Confederation (IBEC)

- ☐ provides a wide range of services to over 7,000 member businesses and organisations from all sectors and of all sizes
- ☐ is the umbrella body for Ireland's leading sectoral groups and associations
- ☐ is the national voice of Irish business and employers.

IBEC is a representative organisation, seeking to promote policies that serve the interests of business and employers. It seeks, in particular, to advocate for the development of laws and policies that foster a healthy environment for entrepreneurship and economic development. IBEC takes a particular interest in employment law and policy, and often represents its members in employment law disputes. IBEC's Brussels Office promotes the interests of business and employers within the European Union.

**This internship would be of interest to:** students with an interest in employment law, business law, European Union law.

**For further information see:** [www.ibec.ie](http://www.ibec.ie)

### Irish Innocence Project (1 intern)

The Irish Innocence Project, based at Griffith College Dublin, is a lawyer-led initiative seeking to investigate cases where it is alleged that there has been a miscarriage of justice. Led by Dean David Langwallner, the project has (as per its website) three core missions:

- "...to investigate possible wrongful convictions of those who claim factual innocence
- to provide clinical education for law students through close supervision of possible wrongful convictions; and
- through working with law students the Project hopes to invest in the legal professionals of the future who uphold the values of truth, justice and fortitude."

**This should interest:** a student with an interest in criminal law or human rights

**For more details see:** [www.innocenceproject.ie/](http://www.innocenceproject.ie/)

### Irish Refugee Council

The Irish Refugee Council is a non-governmental organisation working with and on behalf of refugees and asylum seekers in Ireland. The intern will be based with the independent law centre at the Council, which provides legal services with a view to meeting "unmet legal need in a strategic manner and to promote and deliver early legal advice and representation to those in the early stages of the asylum process."

[www.irishrefugeecouncil.ie/](http://www.irishrefugeecouncil.ie/)

### Other possible internships

If you have an interest in **LGBT rights, prisoners' rights, civil liberties** or **family law please let us know**. While we do not currently have internships in these areas, we have been able to place interns with organizations in these areas in the past, and we may be in a position to facilitate you if you have a particular interest in these areas.

We are currently seeking to secure internships with the following:

**Irish Penal Reform Trust** – An NGO working with and advocating on behalf of prisoners. [www.iprt.ie/](http://www.iprt.ie/)

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Please let us know if you would be interested in any of the above (please note however, that we cannot guarantee that we will be able to secure these internships). Please let us know also if you have a particular interest in any internship possibilities not mentioned above.