

Duke in DC Externship Program, Spring Semester, 2010
The Federal Policy Making Process

The Program: In January, 2010, Duke University School of Law will have available 6-8 externship placements in Washington. **The application process for this program is now open and will remain open until the Friday, September 25.**

In addition to their externship placements, students will enroll in a course on the Federal Policy Process that will be taught in Washington by Chris Schroeder and Ted Kaufman, who will also be the supervisors of the externship component of the program. The students will also write a research paper.

This program has been approved under the Law School's Rule 3-25 A-15, governing Integrated Domestic Externships, and is designed to comply with Rule 3-25.

Externships: Externship placements for students will run for roughly the spring academic semester, January 13 through April 21. These are only approximate dates. Individual externship start and end dates will be arranged with each placement. Normally, placements will involve forty hours of work per week for twelve weeks, but these numbers can also vary by placement, and will be arranged by agreement among the externship office, the extern and the Duke supervisors.

Each placement will designate some individual as the office externship supervisor, who will be generally responsible for the supervision of the extern and for providing a brief evaluation at the end of the semester. Periodically through the semester the Duke supervisors will discuss the progress of the externship with each office supervisor.

Externs will be assigned substantive work appropriate to their experience. From an educational perspective, one function of the externship placements is to provide the externs with exposure to the policy making process so that their extern experiences can be integrated into the classroom-based learning in the course that will be taught in parallel with the placements.

Most externship placements will be on Capitol Hill, in personal offices of members of Congress, or on the staffs of Senate and House Committees. In addition, we are exploring other placements with organizations that engage in government liaison and lobbying work for both non-profit and for-profit organizations. Finally, a student may present an externship possibility to the program coordinators for approval.

Some of the externship possibilities are with committees who have established externship programs. These possibilities are competitive with applicants from several other schools in addition to Duke. Details on placing individual students in particular placements will be discussed by the coordinators with students who apply to the program.

Course: The course will examine significant features of the federal policy making process, concentrating on the decision making environment that elected officials face. Topics will include the connection between running for office and policy making, the role of public opinion, interest groups, the media, individual governing philosophy and party leadership in shaping, framing and influencing elected officials' decisions. Some course meetings will take place in the evening, others during the work week.

Writing Requirement: Students will be responsible for a 1 to 3 credit paper, on a topic to be arranged with the coordinators. Coordinating the topic of the extern's research paper with the placement is desirable, but this is not a requirement of the program.

Credit: The externship portion of the program carries 9 credit hours, assuming a 12-week, forty-hour a week commitment. The course carries 2 credit hours, and the paper carries from 1 to 3 credits. Please consult Rule 3-25 A-15 for a complete description of the externship requirements.

Application Process: The application period is now open. To apply, please submit the following materials to Dana Norvell, in Room 3027.

1. resume
2. transcript
3. a statement of your reasons for interest in the externship program, together with a description, if known, of your professional plans upon completion of law school
4. in your statement, identify the state and congressional district
 - (a) in which you are registered to vote;
 - (b) in which you resided while in high school;
 - (c) in which your parents live;
 - (d) in which you intend to live after law school (if known)
5. in your statement, indicate whether you have completed the school's ethics requirement
6. if you wish to explore a placement opportunity on your own initiative, a statement describing what that opportunity is. (The coordinators will follow up with you to discuss the appropriateness of the placement in light of the overall goals of the program.)

Steps after the Application:

After fall break, the coordinators will schedule meetings with individual applicants to discuss specific externship opportunities and the procedures for placing students in specific placements.