

**Project Citizenship Legal Intern**

Project Citizenship seeks a Legal Intern to assist Project Citizenship’s dedicated staff to increase the naturalization rate in Massachusetts and beyond. Project Citizenship’s exclusive mission is to assist permanent residents to become U.S. citizens by providing free application assistance because of the transformative power of citizenship. Citizenship is the only protection against deportation and the best method to secure important rights and benefits.

**Principal Purpose of Job:** The Legal Intern position fills a meaningful role in the organization and is primarily responsible for supporting our staff attorneys and assisting with providing legal services.

**Supervision:** The Legal Intern reports to James Richardson, one of PC’s Staff Attorneys.

**Essential Job Functions:**

* Conducting client intake to determine eligibility for citizenship and answer eligibility questions
* Completing and reviewing USCIS applications for citizenship and fee waiver requests for low-income applicants, including the N-400, I-912, I-942, N-600
* Reviewing medical forms of N-648 prepared by doctors, making revisions to be sent for doctor review
* Requesting a waiver of the English and civics requirements of the naturalization process for immigrants with disabilities
* Assisting in educating clients on the naturalization process and performing other related work including various filings

**Details of Internship**

* Expected hours & duration: minimum 15 hours/week for at least 8 weeks. This position will require at least 1 day/week in office.
* Pay rate: $22/hour

**To apply**, please fill out this Google form in lieu of a cover letter: <https://forms.gle/6dPNWeXSiyQWPK8CA>. If you experience any issues or have any questions, reach out to Molly Barstow at mbarstow@projectcitizenship.org.

Project Citizenship employer is an "equal opportunity employer." The employer will not discriminate and will take "affirmative action" measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, creed, color, national origin, or sex.