



FIELDWORK PLACEMENT CATALOG
Spring 2020

POSITIONS AVAILABLE

For current and more specific information about the positions below, please contact:

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Director of Community Outreach

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To apply for each position:

1. **Identify a placement of interest or propose one to the SCJ Director of Outreach and indicate whether or not a letter (provide a minimum of 2 weeks advance notice for letter requests) of verification of enrollment is required. You may apply to multiple placements, but can only accept one placement offer.**
2. **Complete a CV/Resume and a placement-specific cover letter. Ask a colleague to proof read your materials for you.**
3. **If the placement is pre-approved by the host agency/organization, complete forms and process as outlined as directed in the MA Fieldwork packet.**

CURRENT OPPORTUNITIES

1) State of New Jersey Office of Homeland Security and Preparedness

[\(http://www.njhomelandsecurity.gov/\)](http://www.njhomelandsecurity.gov/)

The New Jersey Office of Homeland Security and Preparedness (OHSP) is charged with leading and coordinating New Jersey's counterterrorism and cybersecurity efforts, as well as building resiliency throughout the State. The New Jersey Office of Homeland Security and Preparedness (NJOHSP) offers internships to a select group of applicants. These are part-time, unpaid internships for college credit, located in either our Hamilton or West Trenton office.

Deadline: October 2019

Location: Hamilton, NJ, or West Trenton, NJ

Start date: Mid January 2020

Position-specific requirements: Only available to full-time students. Complete online application at <http://www.njhomelandsecurity.gov/internships/> and provide a cover letter discussing why you wish to intern with OHSP, resume, and writing sample (less than 500 words); a letter of recommendation is optional. Upon acceptance, students will be required to undergo a Level 1 (personal and criminal) background investigation check. They must have U.S. citizenship or permanent residence status. Must be available for Orientation on September 9, 2019 from 9:00am - 5:00 pm;

Responsibilities: This program gives students the opportunity to receive training and career development while earning college credits and gaining valuable work experience. Interns will have the opportunity to select three of the bureaus listed for preference.

2) US Army War College, Homeland Defense and Security Issues Group

[\(\[www.strategicstudiesinstitute.army.mil/homeland-security-defense\]\(http://www.strategicstudiesinstitute.army.mil/homeland-security-defense\)\)](http://www.strategicstudiesinstitute.army.mil/homeland-security-defense)

The Homeland Defense and Security Issues group (HDSI), at the US Army War College's Center for Strategic Leadership and Development, examines and contributes to strategic ideas related to the intersection of domestic security issues. Those issues include homeland security, homeland defense, and defense support of civil authorities (DSCA), to include defense support to civilian law enforcement agencies (DSCLEA). Within the group's current focus are the relationships and diverse perspectives of the law enforcement and military communities, and how those would impact collaboration and cooperative measures in a time of crisis. The group is particularly interested in legal, operational, social and other aspects of military support to law enforcement in a variety of scenarios.

Deadline: October 2019

Location: Carlisle Barracks, Carlisle, PA. Some work may be done at Rutgers Newark

Start date: Mid-January 2020

Position-specific requirements: Interview and background check. Retrieve internship application at <http://www.njhomelandsecurity.gov/internships/> More specific requirements will be discussed with candidates during interview process.

Responsibilities: Work with the HD SI Group in ongoing research projects and other initiatives of technical assistance. Conduct research related to some specific aspect of DSCLEA to be mutually agreed upon by HD SI and the intern.

5) Essex County Prosecutor's Office

(www.njecpo.org/)

In order to support an environment of safety, security and lawful behavior for the people of Essex County, the Prosecutor's Office uses lawful and reasonable methods to identify apprehend and prosecute those who commit crimes. When crime occurs, the Office pursues the arrest, indictment and conviction of those responsible, and at the same time respect all Constitutional safeguards for the accused. This will be accomplished through cooperation with other law enforcement agencies, at the local, county, state and federal levels, and with the community as a whole.

Deadline: October 31, 2019

Location: 50 West Market Street, Newark NJ

Start date: Late January 2020

Position-specific requirements: Internships are open and competitive. Background check required. Mail resume and cover letter to:

Ahmad Rasool, Deputy Chief Assistant Prosecutor
Essex County Prosecutor's Office
50 West Market Street
Newark, New Jersey 07102-1604

Responsibilities: Support ongoing work in any of the following areas:

- Implementation of Megan's Law (child molestation and abduction)
- Special Victims Unit
- Crime Scene Investigation
- Detective Unit
- Mental Health
- Juvenile justice
- Property forfeitures

Program also offers:

- Substantial opportunity for court appearances by third-year law students;
- Interaction with judges, attorneys and investigators;

- Practical legal research and writing experience;
- Court observation;
- Lecture series; and
- Field trips

For more information visit: http://www.njecpo.org/?page_id=2780

7) New Jersey State Parole Board (SPB) (www.state.nj.us/parole/)

The New Jersey State Parole Board (*SPB*) works to ensure ex-prisoners return to society as law-abiding citizens. As required by law, appointed Parole Board Members and staff conduct more than 20,000 hearings per year, solicit input from victims and decide parole matters. SPB sworn parole officers supervise more than 15,000 offenders statewide. In addition, SPB is New Jersey's primary law enforcement agency responsible for sex offender supervision. SPB officers are also active partners with multiple Federal, State and local law enforcement agencies and task forces. Finally, SPB's Community Programs Unit partners with government, non-profit and private agencies to connect ex-prisoners with vocational, mental health and related services, targeted to break the cycle and risk of crime.

Deadline: November 15, 2019

Location: Trenton, NJ and/or a District Office

Start date: January 15, 2020

Position-specific requirements: Print and complete application

(<http://www.state.nj.us/parole/docs/InternshipApplicationPacketFinal20140123.pdf>),

background check, interview. Please initial that the required information is contained in this packet. Sign, date and send complete packet via scan to studentinternships@spb.state.nj.us or mail to:

NJSPB Student Internship Program Coordinator
171 Jersey Street Bldg 2
Trenton, NJ 08625

Responsibilities: Support the work of the Division of Planning (Research Unit) or other units using administrative data, research studies, and program-specific information.

8) Newark Community Solutions (NCS)

(www.courtinnovation.org/project/newark-community-solutions).

Launched in Spring 2011, Newark Community Solutions is a community justice initiative that applies a problem-solving approach to low-level cases in Newark, New Jersey's municipal courthouse. NCS's goals are twofold: to provide judges with increased sentencing options for non-violent offenses such as drug possession, prostitution, and shoplifting and to improve public perceptions of justice. By combining punishment with

help, NCS seeks to promote the use of community service and social service mandates, reduce the court's reliance on ineffective fines and expensive short-term jail sentences, and build public confidence in justice. The NCS Clinical Department serves as a gateway to treatment and other social services for a court population with multiple problems and limited access to assistance.

Court-based case managers and clinical staff work together to deliver coordinated services aimed at addressing the underlying issues of substance abuse, homelessness, mental illness, and lack of education and/or employment.

Deadline: December 15th 2019

Location: 31 Green Street, Room 310, Newark, NJ

Start date: Late January 2020

Position-specific requirements: Must commit to a minimum of 2 days a week, 9 AM – 2 PM. Fluency in Spanish and/or Portuguese is a plus

Contact: Court Operations Coordinator, Janet Idrogo idrogoj@courtinnovations.org

Responsibilities: Reporting to the Resource Coordinator, the Courtroom Intern will assist with all courtroom tasks including but not limited to the following:

- Gather information from audience referrals
- Review defendant charges and criminal histories for NCS eligibility
- Enter case data into the NCS participant tracking system
- Communicate with the NCS clinic staff to provide case information in real time
- Provide updates to the court on the record as needed

12) New Jersey State Police, Operations (www.njsp.org)

The New Jersey State Police is committed to protect, preserve, and safeguard the constitutional and civil rights of all citizens through impartial and courteous law enforcement with integrity and professionalism. We shall ensure public safety and provide quality service in partnership with our communities.

Deadline: November 24, 2019

Location: TBD, statewide

Start date: Mid- January 2020

Position-specific requirements: Background check. **A letter from the SCJ Director of Outreach is required with application verifying student enrollment.** Students may select their area of interest but are not guaranteed to receive it. Get Internship Application at <https://www.njsp.org/recruiting/internship-opportunities.shtml> .

Contact: Recruiting unit 609-882-2000 ext #6401

Responsibilities: Work with Administration and Troopers in the following departments:

- Crime Scene Investigation (CSI)

- Regional Operations Intelligence Center (the ROIC) Monitors crime statewide
Information and Technology
Law Center
- Trooper Patrol and Training

17) New Jersey Institute for Social Justice

www.njisj.org

Established in 1999 by Alan V. and Amy Lowenstein, the Institute's dynamic and independent advocacy is aimed at toppling load-bearing walls of structural inequality to create equitable, vibrant, and healthy urban communities. We employ a broad range of advocacy tools to advance our ambitious urban agenda, including research, analysis, and writing, public education, grassroots organizing, communications, the development of pilot programs, legislative strategies, and litigation. Using a holistic approach to addressing the unique and critical issues facing urban communities of color, the Institute advocates for systemic reform that is at once transformative and achievable in New Jersey, and replicable in communities across the nation. As the Institute celebrates 20 years on the front lines of social and racial justice, we are as committed as ever to empowering urban communities by advocating for equality of economic opportunity; ensuring full, equal, and active access to the democratic process; and advocating for fair, compassionate, and sensible criminal justice outcomes.

The Institute's programmatic focus rests upon three interconnected pillars:

1. Economic Mobility
2. Criminal Justice Reform
3. Civic Engagement

Application Deadline: November 13, 2019

Location: 60 Park Place, Suite 511, Newark, NJ 07102

Start date: Late January 2020

Contact: Tiara Moultrie, tmoultrie@njisj.org

Position-specific requirements: Must commit to a minimum of 10 weeks working 2 days per week.

Responsibilities: Reporting to the Director of Community Engagement and the Director of Criminal Justice Reform Initiative the graduate Intern will assist with all of the following tasks:

- Perform legal research, writing, and policy analysis under the Criminal Justice Reform pillar
- Conduct research on relevant laws, regulations, and legal articles and prepare legal memorandums
- Assist and participate in internal and external meetings and events.

18) American Friends Service Committee Prison Watch

<https://www.afsc.org/new-jersey-prison-watch>

The Prison Watch program empowers individuals harmed by criminal justice policies and violence to heal and transform the conditions under which they live. They recognize and advance the worth and dignity of *all* people in and around the criminal justice system.

Program staff disseminate public information on human rights abuses and healing opportunities; respond to needs of incarcerated people and those harmed by criminal acts; influence individual administrators and policy makers; and provide expertise to coalitions, advocacy groups, community organizations, students, writers, and the media.

The Prison Watch Program monitors human rights abuses in U.S. federal and state prisons. In particular, the program promotes national and international attention to the practices of isolation and torture.

Deadline: December 1, 2019

Location: 89 Market Street 6th floor, Newark, New Jersey 07102

Start date: January 2020

Responsibilities:

Reporting to the Executive Director/ her Designee

The graduate Intern will assist with all of the following tasks:

- Perform legal research, writing, and policy analysis under the Prisoner Watch Program
- Conduct research on relevant laws, regulations, and legal articles and prepare legal memorandums
- Assist and participate in internal and external meetings and events.
