



Austin Region Justice for Our Neighbors

PO Box 17516 - Austin, TX 78760

www.jfonaustin.org

512-326-1988

Job Description for Legal Intern (Law Student)

Location: Austin, TX (primarily in-office; some remote and off-site work)

Duration: Summer 2026, 10 weeks

Schedule: Full-time (approximately 40 hours/week)

About JFON

Austin Region Justice for Our Neighbors (JFON) is a nonprofit legal organization that provides free, high-quality immigration legal services to low-income immigrants in Central Texas. Rooted in a commitment to hospitality, dignity, and justice, JFON accompanies clients through complex immigration processes while advocating for a more just and humane immigration system.

Position Overview

JFON seeks a motivated and detail-oriented law student to serve as a Summer Legal Intern. This is a hands-on opportunity to gain direct experience in immigration law within a nonprofit legal setting. The intern will work closely with staff attorneys and legal staff to support client representation and case preparation, while also engaging in community-based legal services. This role is ideal for a law student interested in public interest law, immigration law, and direct client service.

Responsibilities

The Summer Legal Intern will support JFON's legal team in a variety of ways, including:

- Assisting with client intake and conducting client interviews (with supervision)
- Drafting declarations, affidavits, and other legal documents
- Conducting legal research related to immigration relief options (e.g., asylum, SIJS, T visas, U visas)
- Preparing filings and supporting case management
- Observing and, when appropriate, assisting with immigration court proceedings and USCIS interviews
- Supporting community legal clinics, including document preparation and client support
- Assisting with administrative and case support tasks as needed

Learning Opportunities

Interns will gain exposure to:

- Immigration court processes and removal defense
- Humanitarian forms of immigration relief
- Trauma-informed, client-centered legal practice
- Nonprofit legal services and access-to-justice work

Intern will receive mentorship and regular check-ins with supervising attorneys, as well as opportunities for reflection on the legal and ethical dimensions of immigration practice.

Qualifications

- Current law student (rising 2L or 3L preferred)
- Commitment to public interest work and serving immigrant communities
- Spanish language proficiency strongly preferred (but not required)
- Strong legal research, writing, and analytical skills
- Excellent attention to detail and organizational skills
- Ability to work both independently and collaboratively

Work Environment

This position is primarily based in JFON's Austin office, located on the southeast side of town. Some remote work may be available depending on assignments. Intern may also have opportunities to attend off-site activities such as immigration court hearings, client meetings, or community clinics.

Compensation

This position is currently an unpaid internship. However, JFON will provide any support for the intern to secure external funding or school credit for the position. UT Law Students are encouraged to apply for funding through the 2026 [Summer Public Service Program](#) by April 15. If we know there are interested candidates, JFON leadership can press for an internship-specific funding campaign with our supporters.

How to Apply

Please submit the following to attorney@jfonaustin.org:

- Resume
- Cover letter describing your interest in immigration law and JFON's mission

Applications will be reviewed on a rolling basis until the position is filled.