

**LAW CLERK AND INTERN/EXTERN HIRING INFORMATION
HENRY J. RICARDO, UNITED STATES MAGISTRATE JUDGE**

Chambers

Daniel Patrick Moynihan Courthouse

500 Pearl Street

New York, NY 10007

Email: NYSDRicardoApplications@nysd.uscourts.gov

All applications should be submitted according to the instructions below. Other than as set forth below, applicants should not contact Chambers by either telephone or email. Chambers will contact applicants directly in the event Judge Ricardo wishes to schedule an interview.

CLERKSHIP APPLICATIONS

Judge Ricardo posts application information and positions for future terms on OSCAR when available. Please do not send clerkship applications to Chambers by other means.

INTERNSHIP AND EXTERNSHIP APPLICATIONS

Positions: Judge Ricardo hires externs to work at least two days per week during the fall or spring semester, and interns to work full-time during the summer.

Judge Ricardo is currently accepting applications for Spring 2026 externs and Summer 2026 interns. Applications are reviewed on a rolling basis.

Applications: Applications should contain a cover letter, resume, law school transcript, one writing sample, and a list of three references. First-year applicants should wait until all first semester grades are available before applying.

All application materials should be combined into a single PDF and emailed to NYSDRicardoApplications@nysd.uscourts.gov. Both the PDF and email should be named according to the following convention: [Externship/Internship] Application [Fall/Spring/Summer] 2026 [Applicant's Last Name]. For example, an application for a Summer 2026 Internship from John Smith would be named: Internship Application Summer 2026 Smith.