

January 29, 2024

**SUMMER INTERN HIRING INFORMATION**  
**JENNIFER H. REARDEN, UNITED STATES DISTRICT JUDGE**

**Positions:** Judge Rearden is accepting applications for summer legal internship positions. She is reviewing applications on a rolling basis and may make offers at any time.

**Application Process:** Applicants should apply by email to the following address:  
[ReardenNYSDChambers@nysd.uscourts.gov](mailto:ReardenNYSDChambers@nysd.uscourts.gov).

The subject line of the email submission should include the applicant's first and last name, law school, and the word "Internship."

Judge Rearden requires a brief cover letter, resume, law school transcript, undergraduate transcript, and a 10-15 page writing sample. Applicants may also list up to two references. Please combine these materials into a single PDF. Applicants should state whether their writing sample has been edited by others.

**Application Timing:** Judge Rearden anticipates completing summer intern hiring during the month of February. Applicants should supplement their applications after first semester grades become available.