

LAW CLERK AND INTERN/EXTERN HIRING INFORMATION

Dale E. Ho, United States District Judge

Chambers

United States District Court
Southern District of New York
40 Foley Square
New York, NY 10007
HoNYSDChambers@nysd.uscourts.gov

CLERKSHIP APPLICATIONS

Judge Ho is not currently hiring for law clerks. Future positions will be posted on OSCAR. Applicants must submit their materials through OSCAR and should not send applications by email or regular mail. Judge Ho encourages applicants to include in their cover letter any relevant information that does not appear elsewhere in the application.

LAW STUDENT INTERNSHIPS

Judge Ho hires interns throughout the year. Interns during the fall or spring semester work approximately fifteen to twenty hours per week and interns over the summer work full time. Judge Ho is currently accepting applications for interns for Fall 2025, as detailed below.

Interns assist in the wide range of cases on Judge Ho's docket in various ways, including preparing his opinions and orders for publication, performing legal research, and aiding in trials. Interns are encouraged to attend various hearings and trials taking place in the Southern District of New York and the Second Circuit Court of Appeals. They will also have the opportunity to produce a writing sample related to their work in Chambers.

Summer interns must be available to work full time for at least ten weeks. While some remote work may be possible, interns should expect to work in person in chambers. The internship position is unpaid, but Judge Ho will work with interns to ensure they receive any funding or academic credit available through their schools. Judge Ho also participates in the Judicial Intern Opportunity Program offered through the American Bar Association.

Applicants should have excellent analytic and writing abilities, strong attention to detail, and the ability to juggle competing deadlines. Applicants of all backgrounds and experiences are encouraged to apply.

To apply for the Fall 2025 internship, applicants should send a cover letter, resume, legal writing sample, and law school transcript **in a single PDF** to HoNYSDChambers@nysd.uscourts.gov, under the following email subject line: "Summer 2024 Application: [Last Name], [First Name]." Applicants who submit their materials before they have a complete set of spring semester grades may include an updated transcript in a follow-up email. Applications will be reviewed on a rolling basis; however, any application received by **May 30, 2025**, will receive full review.

Revised: April 21, 2024

Applicants should not call Chambers to inquire about the status of their application. Due to the volume of applications received, only those selected for an interview will be contacted.