



DISTRICT COURT OF MARYLAND
Alternative Dispute Resolution (ADR) Intern Application

FOR OFFICE USE ONLY
Semester:
Received:
Locations:
Interview:

Directions

Complete the ADR Intern Application. Please print or type your responses to the intern application. Return the completed ADR Intern Application with a cover letter, resume, writing sample, and additional sheets of paper necessary to answer questions on the application. Include copies of any training certificates as described in the application.

The application and materials may be faxed to 410-260-3536 or mailed to the District Court of Maryland ADR Office, 251 Rowe Blvd, Suite 307, Annapolis, Maryland 21401, Attention: ADR Internship Program. Application and materials must be received on or before 5:00 p.m. on the application closing date. All ADR Internships are with the CIVIL ADR PROGRAM.

The District Court of Maryland is an equal opportunity employer. We do not discriminate on the basis of race, religion, color, gender, age, sexual orientation, national origin, or disability. The District Court ADR Office does not sponsor criminal mediation internships.

I am applying for a (please check one): [ ] Winter/Spring [ ] Summer [ ] Fall, \_\_\_\_\_ Year Internship.

Applicant Information:

Full Name: \_\_\_\_\_

Address (Home): \_\_\_\_\_

Telephone (Home): \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Date of Birth (Month/Day): \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Internship Location Preference. I am interested in internship opportunities with the District Court of Maryland in the following District Courthouse location(s): (Please rank locations 1-5, in order of preference, with '1' as your first choice and '5' as your last choice for an internship assignment.) We will do our best to match you with one of your top three choices, but we cannot guarantee a match.

- Anne Arundel (Annapolis) — Charles (La Plata)
— Anne Arundel (Glen Burnie) — Harford (Bel Air)
— Baltimore City (Fayette & Gay) — Howard (Ellicott City)
— Baltimore County (Catonsville) — Montgomery (Rockville)
— Baltimore County (Towson) — Montgomery (Silver Spring)
— Calvert (Prince Frederick) — Prince George's (Upper Marlboro)
— Carroll (Westminster) — Saint Mary's (Leonardtown)

Other Location(s): \_\_\_\_\_

Alternative Dispute Resolution (ADR) Internship Positions

Please indicate your area of interest by ranking internship positions '1' to '6', in order of preference, with '1' as your first choice and '6' as your last choice. Please note: ADR Internship opportunities are not available in all District Courthouse locations.

- Day of Trial ADR Program Support
— Pre-Trial ADR Program Support
— Program Administration Support (available in the Annapolis ADR Office location only)
— Program Evaluation
— Public Relations and Program Outreach
— Research
— Other (please explain): \_\_\_\_\_

**PLEASE PROVIDE SUBSTANTIVE WRITTEN RESPONSES TO QUESTIONS E1 TO E3.**

**Use your own paper to respond. Use double spacing between sentences and 1" margins.**

**Applications received without written answers for the following three questions will be disregarded.**

**E1. Alternative Dispute Resolution (ADR) Experience**

Please describe your ADR and/or court and legal experience. This experience may be gained from course work, volunteer work, or extracurricular activities. Please include the organization, location and dates of your experience.

**E2. Alternative Dispute Resolution (ADR) Interest**

In 500 words or less please state how and why you became interested in alternative dispute resolution (ADR). Your answer may include your exposure to conflict/dispute resolution proceedings or litigation experience.

**E3. Interest in the District Court of Maryland ADR Internship Program**

Please describe in detail why you are interested in becoming an intern with the District Court of Maryland ADR office.

**Alternative Dispute Resolution (ADR) Training.** Describe all ADR training you have received. Please attach a copy of any certificates received and training outlines.

Date(s)	Course	Trainer

**Formal Education.** Please use additional copies of this page to record additional undergraduate and graduate education experience.

	UNDERGRADUATE	GRADUATE
Institution		
City/State		
Dates Attended		
Degree and Major		
GPA		

**Multilingual.**

Are you multilingual?  Yes  No

If so, please list proficient languages only: \_\_\_\_\_

**Are you currently a practicing attorney, social worker, or psychologist?**  Yes  No

If so, please state which profession: \_\_\_\_\_

Also, please provide the state, court and/or jurisdiction(s) where you are licensed to practice: \_\_\_\_\_

