



# INTERNSHIP OPPORTUNITY

## UNITED STATES PROBATION OFFICE Texas Northern

### Internship Interest

Parties interested in participating in an internship with the United States Probation & Pretrial Services Office are required to upload the following documents to the Employment Application System (link provided below), and answer the pre-screening questions.

- Cover letter (two page limit) answering the following questions:
  - What is your major and what do you hope to learn from your experience as an intern?
  - In what year are you in your program?
  - How many hours per week can you commit to working as an intern in our district?
  - How long (number of weeks, months, or semesters) can you commit to our program?
- A completed application (AO-78)
- Two letters of recommendation
- Unofficial transcripts (Official transcripts may be required for selected applicants)

All documents must be submitted via the online Employment Application System using the following link:

<https://opportunities.ilnb.uscourts.gov/Employment/appform.cfm?ref=yv7gpw3b&pos=20-IN>

*Note: This link is unique for this position opening only.*

Additional information about employment within U.S. Probation & Pretrial Services, and blank application and references forms are found at:

<http://www.txnp.uscourts.gov/content/careers-within-us-probationpretrial-services>