



INTERIOR BOARD OF LAND APPEALS

The Board is an appellate review body that exercises the delegated authority of the Secretary of the Interior to issue final decisions for the Department of the Interior. Its panel of Administrative Judges decides appeals of decisions relating to the use and disposition of public lands and resources, energy resources on the Outer Continental Shelf, and surface coal mining operations under the Surface Mining Control and Reclamation Act. The Board is separate and independent from the bureaus and offices whose decisions it reviews.

LISTED CONTACT

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OUTREACH MATERIALS

[Department of the Interior Office of Hearings and Appeals](#)

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The U.S. Department of the Interior is an Equal Opportunity/Reasonable Accommodation Employer.

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SUPERVISED VOLUNTEER INTERNSHIP

The Board is seeking volunteer interns with strong research and writing skills to perform a wide range of duties including reviewing briefs, records, and other documents; researching and analyzing decisions; assisting in the drafting of procedural orders and making recommendations regarding the disposition of matters on appeal.

These positions are uncompensated but are highly sought after because of the responsibility and experience they offer. The Board will coordinate with students who are eligible to receive academic or work study credit from their law school.

APPLICANT QUALIFICATIONS AND DUTIES

Applicants must be attending, or be a graduate of, an ABA-accredited law school. Applicants must demonstrate strong academic accomplishments and exemplary legal research and writing skills. Applicants who are available to work for the entire summer, fall, or spring semester or term will be given preference. Please include your availability in your cover letter.

The Volunteer intern will

- Draft procedural and dispositive orders relating to a variety of public land matters;
- Conduct research projects and write corresponding memoranda; and
- Perform other duties as assigned by the Docket Attorney or Chief Administrative Judge.

APPLICATION DEADLINES

The deadlines for applying for a volunteer internship are as follows:

INTERNSHIP TERM	APPLICATION DEADLINE
SPRING	September 30
SUMMER	February 28
FALL	May 31

APPLICATION METHOD AND REQUIRED MATERIALS

To apply, email to the listed contact an application package that includes a cover letter stating desired start and end dates (a minimum of 10 weeks is preferred) and desired number of hours per week, résumé, most recent law school transcript (unofficial), and a writing sample not exceeding 10 pages double-spaced that is entirely your own work. The application package will be evaluated for qualification requirements and for the skills needed to perform the duties of the position.

If selected, the applicant must successfully complete a background security investigation before starting the internship. Please visit [Public Trust - Background Investigation](#) for more information.