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International Legal Internship Program - Lusophone Africa



MOÇAMBIQUE

São Tomé e Príncipe

Cabo Verde

Guiné-Bissau

Angola

Location:

New York City – Wall Street Area

Firm Description:

Schwartz Law Firm LLC (Schwartz Law Firm) is a start-up emerging markets corporate and financial specialist firm founded by the former head of the securities practice at an established New York firm. Located steps from the New York Stock Exchange, in New York’s financial district, Schwartz Law Firm is dedicated to serving clients from Africa, Latin America, Asia and other developing or emerging regions. Our firm has extensive experience with private equity and general corporate matters and has language capabilities in Chinese, English, Portuguese, Spanish and may call upon resources for legal services in any language across the world. Please download our firm brochure at our website, <http://www.sfglobal.com>.



Schwartz Law Firm is a member of:

African Venture Capital Association (www.avcanet.com)

Latin American Venture Capital Association (www.lavca.org)

Emerging Markets Private Equity Association (www.empea.net)

Internship Description:

Schwartz Law Firm is offering unpaid internships of from three to nine months in duration with an opportunity to experience full time work at a Wall Street, New York corporate law firm. The internship will provide the individual with excellent opportunity to enhance their understanding of the U.S. legal system, with potential for exposure to private equity, financial and corporate transactions involving US and non-US clients and both US securities laws and securities laws of other jurisdictions. Interns will work hand-in-hand with top-level, licensed New York attorneys with extensive global experience as well as an opportunity to work independently on projects with guidance and supervision. The internship is offered under the American Bar Association’s (ABA) International Legal Exchange J-1 visa Program (ILEX).

**Schwartz Law Firm
Commitment to
Sub-Saharan Africa**

Our internship program is offered in an effort to build professional ties between Schwartz Law Firm and junior attorneys from Lusophone Africa, as part of a broader commitment by Schwartz Law Firm to serving the Sub-Saharan African entrepreneurial and investment community.

Since our inception, our separate foreign associate program for LL.M. graduates has attracted outstanding African LL.M graduates from top U.S. law schools, such as Harvard Law School (see our firm brochure for further details).

Internship

Availability Date: Summer 2006, Fall 2006

Duration of Internship: 3-9 months, at applicant's discretion.

Number of Possible Interns: 1 – 3

Intern Responsibilities: The intern will be directly supervised by the Managing Partner, and will be responsible for assisting with the providing legal services in corporate and commercial matters.

Candidate Requirements: Open to junior attorneys (less than two years of experience) who are resident in and licensed to practice in **Angola, Mozambique, São Tomé and Príncipe, Cape Verde or Guinea-Bissau**. Candidates must indicate an intention to return to their home country to practice law. Prior recipients of J-1 Visas are not eligible to participate, due to U.S. Exchange Visitor Program regulations.

Experience: Some exposure to relevant practice areas is preferred, but only require a keen interest in corporate and financial matters is required.

Education: Law degree from a law school in **Angola, Mozambique, São Tomé and Príncipe, Cape Verde or Guinea-Bissau**.(or from a law school in another jurisdiction, provided attorney is resident in and licensed to practice in one of the foregoing countries). Current law school students please see our separate program flier on our webpage at www.slfglobal.com.

Language: Intermediate to advanced English; fluent Portuguese.

Subsidies Offered:

Round-trip airfare and U.S. (J-1) visa procurement fees (\$900) for the applicant (through American Bar Association ILEX program) will be paid by the firm on the terms and conditions to be established by the firm. J-2 visas can be obtained for family members accompanying the applicant, at the applicant's expense (\$400 per family member). A participation fee for origination or referral of new business from new clients is also offered. (Please note: Internship is unpaid and Intern will be responsible for own housing and all daily living costs.)

Application Procedure:

Step 1. Candidates should submit to Internship Coordinator:

- (i) a **cover letter** indicating reasons for interest, highlights of candidate's background, proposed duration and approximate starting date of desired internship (may be in Portuguese);
- (ii) a **resume** (CV);
- (iii) writing sample(s), if available (Portuguese and/or English);
- (iv) an *unofficial* **law school grade transcript** (no translation necessary);
- (v) names and contact information of employment and academic references; and
- (vi) two (2) **letters of recommendation**. According to ILEX rules, the letters should be as specific as possible about the applicant's experience and qualifications; a letter simply stating that the reference personally knows the applicant is not sufficient. Therefore, we suggest that candidates furnish their recommender with a summary of their experience and qualifications in order to facilitate the preparation of the letter by the recommender.

Application materials should be sent to Jeffrey K. Cassin, Internship Coordinator (contact details below). **Candidates are strongly encouraged to send applications via e-mail** (internship@slfglobal.com) **in order to facilitate processing**. In order to expedite consideration of your application, the letters of recommendation (item (vi)) can be sent after items (i) through (v), as they become available.

Step 2. Candidates selected for an interview will be contacted to schedule an interview by telephone. During the interview, candidates will have an opportunity to ask questions about the internship, the firm and its practice.

Step 3. Candidates approved for an internship will be requested to complete and sign additional forms necessary to process a visa application through ILEX. Instructions on completing the ILEX application will be provided when the candidate is notified of his or her selection.

ILEX requires candidates to prepare a typed “personal statement” (300 – 500 words) stating the reasons for seeking training at our law firm, what you hope to gain from the experience, and what kinds of activities you would like to be involved in during the internship. Schwartz Law Firm can assist candidates with this requirements once they have been selected.

At the conclusion of the internship, the ABA ILEX program also requires that you submit a brief report describing the professional activities conducted and any cultural activities arranged by our firm during your stay.

Deadline for Application: No deadline; rotating internship.

Contacts:

Internship Coordinator: Jeffrey K. Cassin
Address: 90 Broad Street
City: New York, NY
Country: USA
Zip: 10004
Phone: +1-212-774-3674
Fax: +1-212-638-0601
Email: internship@slfglobal.com
Website: www.slfglobal.com

Managing Partner: Kenneth Schwartz
Phone: +1-212-774-3677
Email: kschwartz@slfglobal.com



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