



Tuscola County Probate Court



STUDENT INTERNSHIP PROGRAM

Whether your a high school, college or a law student and are interested in law, psychology, social work, education, liberal arts or business, the Court may have an internship opportunity for you

INTERNSHIP JOB DESCRIPTION

Probate Court	Guardianship Services
Probate Court	Conservatorship Services
Probate Court	Wills
Probate Court	Trusts

Completed Internship Application Form should be mailed to:

Internship Cordinator
Tuscola County Probate Court
440 N. State Street
Caro, Michigan 48723

Attn: Janie Diegel

E-mail: probatejudge@tuscolacounty.org

Phone: (989) 672-3850

For additional information about the Probate Court, please visit our website:
www.tuscolacounty.org

INTRODUCTION

The purpose of a quality internship is to provide a practical learning experience within the justice system, which benefits the student, school and our court. Additionally, it may allow the intern to complete internship requirements for their degree.

COURTS' MISSION STATEMENT

Our Mission is to administer justice, provide restorative services and apply the law with equality, integrity and timeliness through trained, courteous staff in a manner that inspires public trust.

In addition to our mission, the Tuscola County Probate Court also feels a responsibility to contribute to the development and training of future professionals for the judicial system and other related social service fields through our Internship Program.

ELIGIBILITY CRITERIA

- You are required to commit to two semesters at 15-20 hours a week.
- Pass a criminal background check prior to being accepted to the Internship.
- Provide for your own transportation.
- The student must be a enrolled in and participating in a recognized educational degree.
- Assignments will be based on academic background, interest of the student and needs of the Court.

BENEFIT TO STUDENT INTERNS

Our responsibility is to provide an environment in which a student intern will, after orientation and training, be able to:

- Understand and apply academic theory in a realistic setting.
- Understand the function and structure of a judicial system and its relationship to other components of the public service sector.
- Understand the interaction with supervisory staff, court customers and community resources.

BENEFIT TO COURTS

The Tuscola County Probate Court will benefit from a quality internship program by:

- Having motivated and capable students assist with the delivery of casework and other court-related services.
- Having assistance on special projects beneficial to the Tuscola County Probate Court knowledge base.
- Having continual interaction with new people and ideas.

INTERNSHIP SUPERVISION

Supervision in the Internship Program will be provided by experienced, professional staff committed to their work and to the development and education of future professionals.



Tuscola County Probate Court



Internship Application

Name: _____ Date: _____

Address: _____

Phone – Day: (_____) _____ Evening: (_____) _____

E-mail: _____

Expected Graduation Date: _____ Name of School Attending: _____

Hours Available (check all that apply): _____ Mornings (8 am – 12 pm) _____ Afternoons (12 pm – 4 pm)

* Please attach a resume and references.

Briefly describe your skills and experiences:

What are your career and academic goals?

What are your goals and expectations for an internship?

What special qualities do you feel you will bring to this internship?