



JASON W. SMITH
DISTRICT ATTORNEY

State of North Carolina
General Court of Justice
Sixth Prosecutorial District
Wilmington, NC 28402

POST OFFICE BOX 352
PHONE: (910) 772-6610
FAX: (910) 772-6611

Office of the District Attorney Spring 2026 Undergraduate Programs

The Office of the District Attorney is recruiting undergraduate students for two programs for the Spring 2026 semester. All students will gain experience working directly with DA legal assistants and prosecutors. Students will also have opportunities to work with members of the public. Accepted students must complete an in-person orientation on Thursday, January 8, 2026.

Legal Support Internship (open to students graduating May, Aug., or Dec. 2026)

- Interns work 14 weeks during the Spring semester. (January 12-April 17, 2026)
- Interns work a minimum of 20 hours per week and must have consistent availability.
- Interns will work on case file preparation and organization, correspondence with victims and law enforcement, evidence review, subpoenas, and indictments.
- Students are paid \$12/hour and course credit is optional.

Undergraduate Practicum (open to all students)

- Practicum students work 16 weeks during the Spring semester (January 12-May 1, 2026)
- Practicum students work 10 hours per week and must have consistent availability.
- Practicum students will do courtroom observation, file disposition, document preparation, and discovery disclosures.
- Positions are unpaid and must be taken for course credit.

To Apply

Submit the following application materials via email to Samantha.Dooies@nccourts.org before **5:00 p.m. on Sunday, November 9, 2025**. Please submit all documents as a single PDF file. Include the subject line: *Spring 2026 Legal Support Internship Application (your name)* OR subject line: *Spring 2026 Undergraduate Practicum Application (your name)*. Interviews will be scheduled in mid- to late November.

- Application
- Cover Letter detailing your interest in the office and career goals
- Resume
- Spring schedule in grid format (classes, work, and other commitments)
- Contact information for three personal/professional references

All applicants are subject to a background screening. Students with a criminal record need not apply.





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Office of the District Attorney Spring 2026 Undergraduate Programs Application

Program Applying For (check one or both):

_____ **Legal Support Internship***

_____ **Undergraduate Practicum**

**Legal Support Internship is available to students graduating May, Aug., or Dec. 2026 only)*

Student Full Name: _____

Email Address: _____

Phone Number: _____

Date of Birth: _____

Major: _____

Departmental Internship Supervisor: _____

Departmental Internship Supervisor Email: _____

I have spoken to the Departmental Internship Supervisor Named above. S/he is aware that I have applied for this internship and confirmed that I am eligible to receive course credit for it:

____ Yes ____ No ____ Unable to confirm ____ Not Applicable (Legal Support Internship only)

I authorize the District Attorney's Office to conduct a background check regarding my employment as an intern (please sign or initial):

_____ Yes _____ No

Application Checklist

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1. Application
2. Cover letter
3. Resume
4. Spring 2026 schedule in grid format (classes, work, and other commitments)
5. Contact information for three personal/professional references