



DEPARTMENT OF FAIR EMPLOYMENT & HOUSING
STATE OF CALIFORNIA

CIVIL RIGHTS HONORS PROGRAM

The DFEH Civil Rights Honors Program is a competitive, one-year program for recent law school graduates and newly admitted lawyers who are committed to public service. Participants in the program, referred to as Civil Rights Fellows, will develop practical lawyering skills working with experienced DFEH attorneys in the investigation, mediation, and prosecution of civil rights cases brought by the Department. The fellowship positions are paid civil service positions known as a Graduate Legal Assistant. Participants are based in the Los Angeles, Elk Grove or Fremont DFEH offices.

The DFEH investigates, mediates, and litigates claims of unlawful discrimination and hate violence in employment, housing and public accommodations. DFEH attorneys prosecute individual and systemic cases under the California Fair Employment and Housing Act, Unruh Civil Rights Act, Ralph Civil Rights Act, California Trafficking Victims Protection Act, California Government Code section 11135 (recipients of state funding and contractors) and Disabled Persons Act.

Recent Civil Rights Fellows have drafted motions and pleadings, first chaired mediations, prepared legal memoranda on novel issues of law, participated in trial preparation and trial, conducted investigations, and made merit determinations on complaints filed with DFEH. In addition to working closely with individual attorneys, Fellows will have the opportunity to work with teams litigating issues relating to systemic discrimination. Fellows will have the opportunity to attend training sessions, outreach meetings with stakeholders, and public events centering on civil rights.

CRITERIA AND APPLICATION PROCESS

The Honors Program is open to third-year law students, students in their final year of other graduate programs (e.g., L.L.M. programs), judicial clerks, individuals participating in legal fellowship programs, and recent law school graduates.

YOU MUST COMPLETE THE FOLLOWING TO BE CONSIDERED FOR THE PROGRAM:

1. You must submit an application and supporting materials by following the instructions outlined in the Graduate Legal Assistant job announcement posted on the DFEH website at: <http://www.dfeh.ca.gov/jobs/>
If the announcement is not posted, then the application process has not yet opened for the following year.
2. You must take the on-line Graduate Legal Assistant CA Civil Service Examination in order to be hired into any state civil service position, including DFEH's Honors Program. The civil service exam gauges your experience and educational credentials. You should consider all of your experience and education, in any capacity (student, volunteer, etc.), when completing the exam. Be honest, but not modest. Your exam will be scored and your name will be placed on a certification list. The certification list is ranked and you must score in a reachable rank (1-3) in order to be appointed to a position. You can access the exam by following the directions found at this link: https://www.dfeh.ca.gov/wpcontent/uploads/sites/32/2018/12/GLA_Exam_Bulletin_andQA_CDCCR_DFEH_DOJ-Rev-1.pdf
3. Applications must be received or postmarked no later than **Friday, March 1, 2019**. Questions regarding the position or the application process should be directed to Nelson Chan, Assistant Chief Counsel (Elk Grove/Sacramento) or Paula Pearlman, Assistant Chief Counsel (Los Angeles) at civilrightshonorsprogram@dfeh.ca.gov.

DFEH seeks a diverse workforce and recruits Civil Rights Fellows without regard to race, ethnicity, religion, national origin, age, gender, gender identity, sexual orientation, gender expression, marital status, or mental or physical disability.

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