

**SAVE - YOU WILL NEED THIS TO COMPLETE REPORTS THROUGHOUT THE SEMESTER**

**OBJECTIVES AND METHODS**

**DEPARTMENT OF ENVIRONMENTAL PROTECTION EXTERNSHIP**

OBJECTIVE I Educate students in the procedural aspects of an administrative agency and in the substantive areas of the law governing pollution control, hazardous waste management, and dredge and fill.

METHOD 1. Review statutes, rules, regulations and applicable cases.

OBJECTIVE II Educate students about the role of an attorney as a legal advisor to an administrative agency.

METHOD 1. Research and write memoranda of law on issues pending before the agency.  
2. Attend administrative agency meetings and observe the role of the advisory attorney.

OBJECTIVE III Develop proficiency in skills necessary for providing representation to a state agency in an adversarial proceeding.

METHOD 1. Draft pleadings, motions and briefs.  
2. Draft and conduct discovery.  
3. Conduct pretrial activities:  
a. witness interviews  
b. preparation of pretrial stipulations  
c. anticipation of evidentiary problems and preparation of response  
4. Conduct hearing and develop skills:  
a. opening statements  
b. direct examination

- c. cross-examination
- d. closing argument
- 5. Conduct post-trial activities:
  - a. preparation of proposed final order
  - b. post-trial motions

OBJECTIVE IV Educate students in negotiation skills and alternative dispute resolution methods.

- METHOD
- 1. Observe negotiation with supervising attorney.
  - 2. Plan a negotiation strategy and participate in a negotiation session to settle a case.

OBJECTIVE V Maintain awareness of progress in the externship program.

- METHOD
- 1. Make daily entries in learning journals.
  - 2. Send journals to faculty supervisor weekly.
  - 3. Write final report combining substantive knowledge learned during the externship with reflection and analysis of personal progress made during the externship.
  - 4. Provide copies of major writings including all memos and briefs in which the intern participated in drafting.