



**Law Firm Information Sheet for PBCBA
Diversity Internship Program**

On behalf of the Palm Beach County Bar Association’s (“PBCBA”) Committee for Diversity and Inclusion, we invite your firm or agency to participate in our summer ***Diversity Internship Program*** (“Program”) for law students. It is our desire that the Program provide diverse law students with the practical exposure and meaningful work experience at local law firms and government agencies in Palm Beach County.

PBCBA has circulated applications to all of the Florida law schools and has received applications from qualified applicants from which you can select an intern. Upon our receipt of a signed application below, we will forward to you three applications and resumes of the participating students. At that time, you will select your top preferred candidates for further interviews if necessary. Please make sure to return your applications soon to get first choice of the candidates. In September, the CDI reached out to all of the immediate past participating employers to ask for their participation in this year’s program and we received confirmations by most participants, no declines, but a few non-responses. This application is the official application.

If your organization is unable to hire an intern but wants to support the Program financially, it may sponsor a diverse law student’s internship with a government agency.

Organizations interested in participating in or donating to the Program should email the application to Carla Tharp Brown at ctbrown@palmbeachbar.org by ***December 2, 2022***. We look forward to your participation in and support of the Program.

Very truly yours,

Toni-Ann Brown, Victoria Mesa-Estrada, and Joanne O’Connor
Co-Chairs, Diversity Internship Program

Jason McIntosh and Lawonda Warren
Co-Chairs, Committee for Diversity and Inclusion

APPLICATION FOR PARTICIPATION IN DIVERSITY INTERNSHIP PROGRAM

1. Participating Firm or Agency _____

2. Contact’s Name _____

3. Contact’s Phone _____

4. Contact’s Email _____

5. Participation Type (Choose below)

a. I want to hire a Diversity Intern for the summer. _____

b. I will not hire a Diversity Intern but I want to make a contribution to the Diversity Internship Program in the amount of \$_____.

Please email this form to Carla Brown at ctbrown@palmbeachbar.org. If making a financial contribution, please return this form along with your check made payable to the Palm Beach County Bar Association and mail to P.O. Box 17726, West Palm Beach, FL 33416.