TO: ALBANY LAW CLINIC & JUSTICE CENTER
FIELD PLACEMENT CLINIC
FAX: 518-434-8612

PLACEMENT NAME: Albany City Court - Criminal Part

PLACEMENT ADDRESS: Morton Avenue & Broad Street, Albany, NY 12202

PHONE: (518) 462-6714

SUPERVISING ATTORNEY: ________________________________

1) A brief statement about your office generally (e.g., mission, jurisdiction, size, nature of practice, etc.)

In addition to the generalized criminal part, Albany City Court - Criminal Part also maintains two specialized Courts.

The Hon. William A Carter presides over the Domestic Violence Court. The City of Albany Domestic Violence Court includes one Judge, one Assistant District Attorney, a Probation Officer, a team of representatives from Equinox, Albany County Crime Victim and Sexual Violence Center (ACCVSVC), and the Albany Police Department. The goals of the court include promoting victim safety, batterer accountability, and a coordinated community response to domestic violence.

The Honorable Thomas K. Keefe presides over the Albany Regional Drug Court. Drug Court is a supervised, voluntary program for people who have been charged with non-violent crimes and who have drug or alcohol addiction. In return for a promise of a reduced sentence, appropriate non-violent addicted offenders are given the option of voluntarily entering into court-supervised treatment. The rules and conditions of participation are clearly stated in a contract entered into by the defendant, the defense attorney, the district attorney and the court. Successful completion of the contract results in the defendant’s jail sentence being conditionally discharged.

2) A description of the experiences law students are likely to have at your office, including the types tasks a student may perform.

Students assist the supervising attorney in drafting proposed decisions and memoranda of law for the Court. Observation of different types of proceedings is stressed with time allotted for questions and feedback. Students will directly interact with judges and will attend judicial conferences. Strong research and writing skills are recommended.

3) Any special requirements you have for student selection (e.g., writing sample, class standing, experience, third year students only, background check, etc.)
4) Website for further information

5) Anything else that you think would be helpful or informative.

6) Resumes or experience for attorneys who will directly supervise our students. (We ask that supervising attorneys/mentors have at least three years experience.)