

The Kenneth G. Standard Diversity Internship Program
Hercules Pharmaceuticals, Inc.

Diversity Internship Committee

Chair:

Tatiana Medina, Esq.

Members:

Anne Atkinson, Esq.

Naomi K. Hills, Esq.

Barbara Levi, Esq.

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Denisse Mira, Esq.

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Executive Committee

Chair, 2022 Term

Naomi K. Hills, Esq.

Diversity Internship Program Goals

The goal of the Kenneth G. Standard Diversity Internship Program (“the Program”) is to provide students from a diverse range of backgrounds with an opportunity to experience in-house legal practice and to create a network and forge relationships which will foster greater diversity in corporate legal departments throughout New York State. Through the Program, student interns will be provided a meaningful and appropriately supervised work experience by host companies working in partnership with the NYSBA Corporate Counsel Section’s Diversity Internship Committee (the “Internship Committee”).

Eligible Candidates

Students must be in the class of 2024, rising 3Ls, have a minimum GPA of 2.5, attend an accredited law school in New York State, and capable of fulfilling the requested work hours and responsibilities. Include a cover letter (i) explaining your interest in Hercules Pharmaceuticals, Inc. and qualifications; and (ii) a discussion about your personal commitment to diversity in the legal field and how being from an under-represented community has impacted you. A detailed list of the items that must be submitted is listed under “Student Intern Responsibilities. “All materials must be submitted in **one** PDF.

Host Company:

Hercules Pharmaceuticals, Inc.

Deadline: February 27, 2023 (applications are accepted on a rolling basis)

Hercules is a national wholesale distributor of pharmaceutical products. Hercules' Legal Department works cross-functionally to address the company's legal issues, providing advice to the entire company and supporting Hercules' various corporate, commercial and transactional initiatives.

All interns may expect— but are not guaranteed— to work on the following:

- Contract drafting and redlining, including commercial, employment, and nondisclosure agreements.
- Reviewing company protocols and policies to ensure internal and external compliance.
- Conducting legal research using LexisNexis and PACER.
- Drafting memoranda on various legal issues impacting the pharmaceutical supply chain, including antitrust and market exclusivity.
- Interpreting FDA regulatory guidance on distribution activities for commercial products.
- Filing applications with the USPTO.

Experience/Skills Required:

- Prior legal experience in corporate law, compliance law, contracts law, intellectual property law, and/or health law.
- Excellent written and verbal communication skills, including the ability to communicate legal principles, clearly and concisely, to laypersons.
- Keen attention to detail.
- Ability to simultaneously handle multiple assignments, with effective resolution of conflicting priorities and adherence to deadlines.
- Strong project management skills.

Experience/Skills Desired:

- Experience in moot court or dispute resolution.
- It is preferred that applicants are a member of a journal that requires a written note.
- Strong interest in corporate law, compliance law, contracts law, intellectual property law, and/or health law.

Location

27 Seaview Boulevard Port Washington, NY 11050

The internship will be in-person. The internship does not pay for relocation.

Program's Scope

Student Application Deadline	02/27/2023
Intern Selection	March 2023
Program Term Start Date	Early June 2023

The intern will be compensated, at least, \$7,000, and depending on the participating host company's compensation policy at the time of the internship, the compensation may be higher.

Student Intern Responsibilities

- Submit the following to the Internship Committee in one single pdf:
 - Student Application Form (attached hereto);
 - Cover letter (i) identifying your career goals, including practice area of interest; (ii) stating how this internship will help achieve your aspirations; and (iii) a discussion about your personal commitment to diversity in the legal field and how being from an under-represented community has impacted you, along with a writing sample will be required upon application;
 - Resume;
 - Current, unofficial law school transcript showing minimum GPA of 2.5; and
 - Writing sample.
- Complete a ten-week internship (350-400 hours; approximately 35-40 hours per week)
- Attend any Program related meetings/receptions
- Complete an evaluation of the Diversity Internship Program

Host Company Responsibilities

- Commit to the sponsorship of the intern
- Identify a contact person for the Program
- Screen and interview student candidates during the designated time period
- Designate an attorney to serve as a Mentor for the student intern who will work with, consult, advise, and guide the student intern during his/her tenure with the Host Company in the same manner as they do with other interns and new lawyers
- Exercise diligence and sensitivity to ensure that meaningful work assignments equivalent to those assigned to other interns and young lawyers are delegated to the student intern
- Evaluate and provide feedback to the student intern as company would with any other law intern working for them
- Complete an evaluation of the Program and provide any information relevant to the Program requested by the Internship Committee
- Allow the intern to participate in meetings/receptions, including via Zoom, related to the Program.

**New York State Bar Association, Corporate Counsel Section
Kenneth G. Standard Diversity Internship Program
Student Application Form – Hercules Pharmaceuticals, Inc.**

Name: _____

Address: _____

Telephone: _____

Email: _____

Areas of interest (if applicable):

I agree to participate in the Diversity Internship Program, which shall require:

- Completion of a ten-week internship (350-400 hours; 35-40 hours per week) with assigned Host Company
- Attendance at Diversity Internship Program related meetings and/or receptions
- Completion of an evaluation form rating the Diversity Internship Program
- Granting to the New York State Bar Association (“NYSBA”), its Corporate Counsel Section and affiliated Committees the unrestricted right and permission to use, re-use, publish and republish my name, image, likeness and/or biography, which may be included intact or in part, through any and all media now or hereafter known, in connection with the activities, services, advertisements, promotion or any other purpose whatsoever related to the Internship Program. Such irrevocable grant of rights shall be effected by submission of this application.

Signature: _____

Date: _____

Application Process

Submit the following application materials via email in **one PDF** to the Internship Committee:

(1) Application Form (this page); (2) Cover Letter; (3) Resume; (4) Unofficial, current law school transcript; and (5) Writing sample. *If your resume or transcript changes prior to an interview, please email the Committee the updated version.*

Please use the subject line: Hercules, Summer 2023 KGS, [Last Name, First Name]

Internship Committee - Contact Information:

New York State Bar Association (NYSBA), Corporate Counsel Section
Diversity Internship Committee, Kenneth G. Standard Diversity Internship Program
Contact person: Tatiana Medina, Chair
Email: KGSDiversityInternshipProgram@gmail.com