

# The Kenneth G. Standard Diversity Internship Program

## New York State Bar Association (NYSBA)

One Elk Street

Albany, New York 12207

### Corporate Counsel Section

Phone: (518) 463-3200  
www.nysba.org

#### Executive Committee

Chair, 2020 Term  
Joy Echer, Esq.

#### Diversity Internship Comm

##### Chair:

Tatiana Medina, Esq.

##### Members:

Anne Atkinson, Esq.

Naomi K. Hills, Esq.

Barbara Levi, Esq.

Declan McPherson, Esq.

Steven Nachimson, Esq.

Anthony Radin, Esq.

David Rothenberg, Esq.

Howard Shafer, Esq.

Yamicha Stephenson, Esq.

Kenneth Zweig, Esq.

### Diversity Internship Program Goals

To increase the representation of lawyers and students from a diverse range of backgrounds in corporate legal departments, and to provide students from a diverse range of backgrounds with an opportunity to experience in-house legal practice. The ultimate goal of the Kenneth G. Standard Diversity Internship Program (“the Program”) is 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 class of 2023 from under-represented groups attending a participating law school and capable of fulfilling the requested work hours and responsibilities. A letter of interest with a discussion about your personal commitment to diversity in the legal field and how being from an under-represented group has impacted you, along with a writing sample and the items listed below, will be required upon application. All materials must be submitted in one PDF.

### Host Company: Salesforce.com

***EXTENDED Deadline: Monday, February 15, 2021; however, applications will be accepted and processed on a rolling basis.***

Salesforce, the Customer Success Platform and world's #1 CRM, empowers companies to connect with their customers in a whole new way. The company was founded on three

disruptive ideas: a new technology model in cloud computing, a pay-as-you-go business model, and a new integrated corporate philanthropy model. These founding principles have taken our company to great heights, including being named one of Forbes's "World's Most Innovative Company" seven years in a row and #1 on the FORTUNE '100 Best Companies to Work For®' List. We are the fastest growing of the top 10 enterprise software companies, and this level of growth equals incredible opportunities to grow a career at Salesforce. Together, with our whole Ohana (Hawaiian for "family") made up of our employees, customers, partners and communities, we are working to improve the state of the world.

The Salesforce legal department is uniquely technology-driven, fast-paced, and dynamic. As a legal summer intern, you will gain incomparable insight into the legal issues affecting a leading cloud computing company. During the ten-week program, you will be an active member of the legal team and counted on to assist with both complex projects and day-to-day responsibilities. You will assist with actual attorney work. Projects you can expect may include: participating in negotiations, collaborating with senior counsel on global strategies, evaluating critical legal issues related to contract, privacy, litigation, and corporate matters (among others), and helping to develop and enforce the company's intellectual property portfolios.

**Experience/Skills Required:**

- First-year law student pursuing a J.D. from an ABA accredited law school (strong academic performer) interested in joining a technology company's legal department after graduating from law school
- Ability to organize, prioritize and manage deadlines in a fast-paced environment
- Excellent oral and written communications and analytical skills
- Ability to collaborate effectively across diverse internal legal and business groups
- Ability to research legal and business issues and learn new concepts quickly
- Positive and professional attitude, including dependability, timeliness, good judgment and a penchant for discretion

**Experience/Skills Desired:**

- Strong familiarity with technical Internet concepts and cloud computing
- Strong interest in and/or experience in the high technology industry
- Demonstrated aptitude and passion for learning new things
- Good sense of humor
- Commitment to and interest in community service

**Program's Scope:**

The Program shall operate during the summer of 2021, potentially remote, to be completed over a ten-week period. The total compensation for each intern shall be, at a minimum, \$7,000, and depending on the participating host company's compensation policy at the time of the internship, may be higher.

**The Program schedule is as follows:**

<b>Schedule</b>	<b>Dates and Deadlines</b>
Student Application Deadline	2/15/2021
Interviews	February*
Intern Selection	February-March
Program Term start date	Late May/early June 2021

*\* Interviews will be conducted on a rolling basis.*

**Student Intern Responsibilities**

- Submit the following to the Internship Committee in one single PDF:
  - Student Application Form (attached hereto);
  - Letter of interest with a discussion about your personal commitment to diversity in the legal field and how being from an under-represented group has impacted you;
  - Resume;
  - Current, unofficial law school transcript; and
  - Writing sample.
- Complete a ten-week internship with the assigned host company.
- Attend any Program related meetings/receptions. Currently, one reception in July/August.
- 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 the student intern as they 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.

**New York State Bar Association, Corporate Counsel Section  
Kenneth G. Standard Diversity Internship Program  
Student Application Form - Salesforce**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Areas of interest (if applicable):  
\_\_\_\_\_

I understand that if I am selected to participate in the Diversity Internship Program (“Internship Program”), I shall be bound by its requirements which, in addition to any and all other Internship Program requirements, shall include the following:

- Complete a ten-week internship (maximum 40 hours per week), with the assigned Host Company.
- Attendance at Internship Program related meetings and/or receptions. Currently, one reception in July/August.
- Completion of an evaluation form rating the Internship Program.
- Understanding that normally the internship will not lead to employment after one graduates.
- Granting the 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 affected by submission of this application.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Application Process**

Submit the following application materials via email in **one** PDF submission to the Internship Committee: 1) application form; 2) letter of interest; 3) resume; 4) unofficial, current law school transcript; and 5) writing sample. Please use the subject line: Salesforce Internship 2021 Application.

**Internship Committee - Contact Information:**

NYSBA, Corporate Counsel Section  
Diversity Internship Committee, Kenneth G. Standard Diversity Internship Program  
Contact person: Tatiana Medina, Chair  
Email: [KGSDiversityInternshipProgram@gmail.com](mailto:KGSDiversityInternshipProgram@gmail.com)