

MEIJER

2012 Internship Opportunity – Legal Intern/Clerk-1100003836

Primary Location MI-Grand Rapids

Description

Meijer is a leading Supercenter located in five states throughout the Midwest, with nearly 200 stores and almost 60,000 employees. As a multi-billion dollar retailer, Meijer is ranked as the 15th largest privately held company in the country, as well as one of the top 30 most reputable companies in the United States by Forbes Magazine.

We have become a respected leader in the competitive retail market by sticking to our core values of customer-centered, competitive spirit, freshness, and "familyness." Meijer's Midwest geography includes corporate offices in Grand Rapids, Michigan, and stores, distribution centers, and manufacturing facilities throughout Michigan, Indiana, Illinois, Ohio, and Kentucky.

Meijer is seeking to contribute to the educational experience of a first or second year law student by offering a summer position for a Legal Intern/Clerk. The internship candidate will participate in a number of different projects throughout the course of their assignment and gain exposure to the legal activities of a privately held, corporate organization. Join our program to get experience in your field while also learning more about the retail industry and the breadth of career opportunities that support the shopper experience.

Legal Department Overview

The Legal department is responsible for overseeing all legal matters and partnering with all other corporate areas to ensure legal compliance. Specifically, the Legal team includes lawyers and other para-professionals who handle real estate, construction, contracts, intellectual property, litigation, labor and employment, risk management, government relations, privacy and security issues. Most lawyers within the department manage outside counsel as well.

Internship Project Opportunities

As a Legal Intern/Clerk, the student will contribute to a variety of projects within the Legal team. Representative examples include:

- Conduct research projects and draft memoranda with appropriate supervision.
- Draft correspondence, track pending legislation.
- Assist in the evaluation and improvement of corporate policies and compliance processes.
- Otherwise assist the General Counsel and her staff with their duties.

The internship candidate will be evaluated as successful if they deliver all assignments in a complete and timely fashion. Inclusion of their specific outputs in future projects will be another indication of success.

Qualifications

The Meijer Internship Program is an experiential education program designed for students currently enrolled in a law degree program, and who are considering future careers in this exciting field. If you are not currently enrolled, please search our site for other positions of interest in the Legal area. Specific qualifications for these internships include:

- Completion of one year (or more) of Law School, with a preference for students who have completed 2 years by May 2012
- Proficient legal research skills (Westlaw, etc.)
- Decision Quality - Uses a mixture of analysis, wisdom, experience and judgment when assessing problems and developing solutions
- Time Management - has ability to follow through on all assignments, manage multiple projects simultaneously and establish priorities.
- Drive for results - has focus on the bottom line
- Customer focus - dedicated to meeting expectations of internal and external customers
- Relationship Skills - can create positive working relationships with customers, team members, leadership, and other internal and external constituencies
- Communication Skills - conveys the right information in writing and verbally, with appropriate use of language and grammar
- Proficiency in Microsoft Office applications, including Word, Excel, PowerPoint
- Permanent work authorization in the United States (U.S. citizen or permanent resident)

Applicants must provide resume, law school transcript and a short writing sample. Resume should indicate law school, class rank (if available) and GPA. The writing sample should be brief: 2 to 4 pages long (current coursework is acceptable and encouraged).

LINK:

<https://meijer.taleo.net/careersection/3/jobdetail.ftl?lang=en&job=94701>