

RIPPAC Internship Guide – Summer 2025

Please complete and EMAIL to: **RIPPAC@rowan.edu**

Name of Company / Association / Organization Atlantic County Prosecutor's Office

Internship Coordinator Paige Jedlicka Coordinator's Phone / Email 609-909-7915 / jedlicka_p@acpo.org

Location of Main Office Mays Landing, NJ # of Summer 2025 Interns Accepted 12

Where will the internship be done?

In the main office Remotely (student works from home) Combo At-home & In-Office

Dates / Length of Summer 2025 Internship 10 weeks M-F Required Hours/Week 40

Is there some type of salary or stipend? No If so, how much? N/A

What is the application process? *(Please include deadlines & other requirements. Feel free to attach additional pages)*

Send cover letter and resume to jedlicka_p@acpo.org.

Intern work areas: Clerical Research Errands Organizing

Please explain the work that will be required of the intern:

Interns will assist with reviewing and preparing criminal matters to be prosecuted, to include evidence review, documentation, and organization.

Will there be opportunities for the intern to observe:

Internal strategy sessions? Legislative sessions? Committee hearings?

Intern may observe trials, court proceedings, and case strategy meetings.

Is the intern expected to work evenings and weekends? If so, please explain. No

Do you have any suggestions for the applicants? *(Please use additional pages if necessary)*

No