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Apply Now! Paid Law Clerk Internship

Levin Papantonio is Hiring!



LEVIN PAPANTONIO
PROCTOR | BUCHANAN | O'BRIEN
BARR | MOUGEY | P.A.



Law Clerk

Spring 2026: 20 hours/week
Summer 2026: 20 hours/week
Fall 2026: 20 hours/week

Interested in Law School? Levin, Papantonio, Proctor, Buchanan, O'Brien, Barr & Mougey, P.A. is seeking a part-time Law Clerk. This opportunity provides hands-on experience with legal research, litigation preparation, and case development while working alongside attorneys at a nationally recognized law firm.

This position will give you the opportunity to develop and apply necessary real-world skills while attaining your UWF degree.

Apply today using the QR Code or visit our website:
uwf.edu/WorkforceDevelopment



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The UWF Talent Catalyst program combines work experience, classes, mentoring, and essential professional soft skills development.

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UWF Talent Catalyst

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Law Clerk Job Description

Students interested in pursuing law school are encouraged to apply for a Law Clerk position with Levin, Papantonio, Proctor, Buchanan, O'Brien, Barr & Mougey, P.A., a nationally recognized law firm headquartered in Pensacola. This position provides an opportunity to gain meaningful, hands-on experience supporting attorneys in litigation preparation, legal research, and case development within a dynamic legal environment.

This role is ideal for students who are considering a career in law and are eager to develop practical legal skills while working alongside experienced attorneys and legal professionals.

Responsibilities

- Assist attorneys with preparation for depositions, hearings, and other litigation-related proceedings
- Conduct legal research to support case strategy and ongoing litigation
- Assist in drafting pleadings, legal memorandums, and other legal documents
- Support attorneys in reviewing and evaluating potential new cases
- Assist in drafting responses to discovery requests and reviewing case materials
- Organize and review legal documents, records, and supporting materials for case preparation
- Provide general litigation and administrative support to attorneys and legal staff
- Perform additional legal research and support tasks as assigned

Qualifications

- Full-time UWF student pursuing a degree in Legal Studies, Political Science, Criminal Justice, Economics or a related field
- Sophomore, Junior, or Senior standing preferred
- Demonstrated interest in attending law school or pursuing a legal career
- Minimum GPA of 3.3 preferred
- Strong research, analytical, and writing skills
- Excellent attention to detail and organizational abilities
- Ability to manage multiple assignments and meet deadlines in a fast-paced environment
- Strong professional communication skills and ability to work collaboratively
- Ability to maintain confidentiality and handle sensitive information with discretion