

My Co-op Experience as a Legal Intern at Jones Kelleher LLP

Who We Are:

Jones Kelleher is a nationally recognized law firm that specializes in Personal Injury and Medical Malpractice law. Based in Boston, MA and Providence, RI, the firm is small but mighty with a permanent team of twenty-one.



Brief description/ my duties

- Administrative tasks (ie: answer phones, send faxes, filing, sort mail, general office upkeep)
- Send and Track Medical Records Requests for Assigned Cases
- Summarize Client's Medical Records and Bills
- Write Deposition Summaries for Attorneys
- Prepare binders for depositions, experts review, etc.

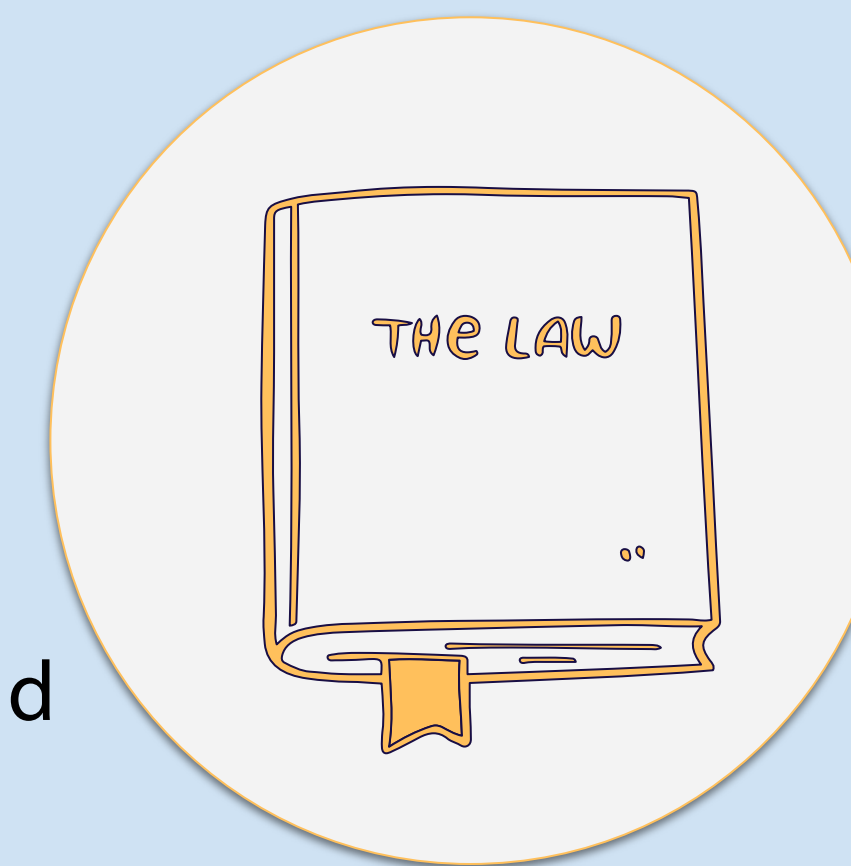


Covid - 19 Impact

- I worked in person all 6 months with masks, social distancing, and plexiglass as extra precautions.
- The rest of the office was working remote or half-remote
- The biggest covid challenge was expressing my availability for work to remote workers → I had to be proactive since tasks weren't streamlined and my role wasn't overseen by one individual.
- In general, many trials and depositions were postponed initially but eventually moved to a virtual format.

My Favorite Project - Deposition Summaries

- Interns were assigned to read through deposition (depo) transcriptions and summarize them.
- Lawyers read through depo summaries in order to quickly review the most important info and refresh their memories.
- After reviewing the case, I had to concisely summarize what I deemed critical with the appropriate legal abbreviations.
- Some depositions could be 100+ pages long, so summaries often took multiple days and reviews to complete.

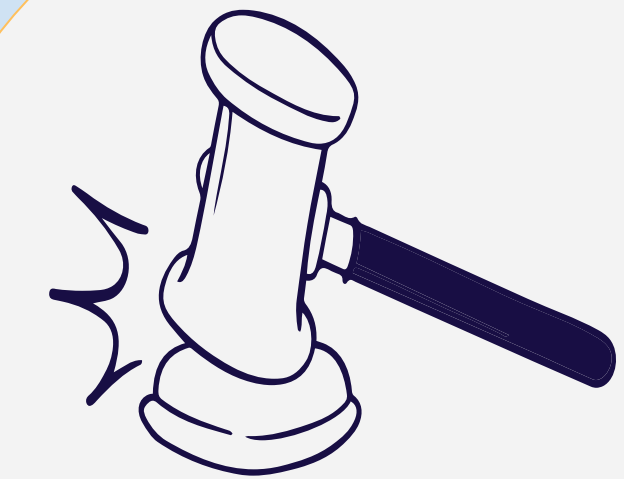


Experiential Liberal Arts + Future Plans

Skills developed: critical thinking, communication, attention to detail,
Classes utilized: Research Methods, Legal Argumentation,



The interns worked closely with assistants, paralegals, and associate lawyers. One downside was that none of the intern-work was very law focused. Also, due to the pandemic, I did not get to see the actual "lawyering" in person by attending a trial, deposition, or mediation.



I chose this co-op to explore the idea of going to law school. I'm still not 100% sure but it did help me clarify that I want to be passionate about and see meaning behind the job-whether it is in law-field or not.