May 1, 2019

Dear Prospective Members of the Class of 2021:

We invite you to apply to join the staff of the Chicago Journal of International Law (CJIL). This letter describes CJIL, the staff selection process, and the responsibilities of staff members.

CJIL is a student-run, interdisciplinary forum for discussion and analysis of international law and policy issues. This fall, CJIL will begin its nineteenth year of publication. Despite its relative youth, CJIL has quickly gained attention in legal circles and is esteemed for the quality, depth, and creativity of its contents. As of 2016, CJIL was ranked third among student-edited international and comparative law reviews in the United States.

Published twice a year, each issue of CJIL addresses a broad range of topics in international law while remaining consistent with the Journal’s commitment to presenting timely, accessible, and novel scholarly work. In addition to Comments written by student members, CJIL has previously published the work of prominent legal scholars, practitioners, and members of the judiciary, including Judge Richard Posner, Judge Patricia Wald, Judge Diane P. Wood, Ambassador Thomas Graham Jr., Deputy Assistant Attorney General Roger Alford, Professor Cass Sunstein, Professor Damien Geradin, Dr. Anne-Marie Slaughter, Dr. Max M. Kampelman, Dr. Stephen D. Krasner, Dr. Iris M. Young, Dr. Saskia Sassen, Dr. Phillip R. Trimble, Dr. G. Edward White, Dr. Robert O. Keohane, Dr. Paul W. Kahn, and the university’s own Vice Provost Daniel Abebe.

As members of CJIL, Staffers are provided with opportunities to engage with substantive law and interdisciplinary scholarship, while they further develop their legal research and writing skills.

**Staff Selection Process**

CJIL seeks students with excellent research, writing, and editing skills who are willing to learn through their journal work. Prior experience or knowledge of international law is **not** a prerequisite for membership. While some of our Staffers came to CJIL with relevant experience, many have no prior engagement with international law. This has not diminished the quality of their Comments or made their contributions any less valuable. Instead, Staffers find that the international law framework enhances their reasoning skills, expands their legal knowledge in meaningful ways, and offers opportunities for writing and research transferable to any future legal career.
We invite and strongly encourage all transfer students to apply to *CJIL* through the summer Writing Competition, or alternatively, in their second or third year through the Topic Access program. There is no cap on the number of transfer students *CJIL* will accept through either the Writing Competition or Topic Access program.

For incoming transfer students who participate in the Writing Competition, *CJIL* membership is entirely based on one’s performance in the Writing Competition. Grades will not be considered. Transfer students interested in participating in the Writing Competition must contact Elizabeth Kearney, Assistant Director for Admissions and Financial Aid, at emkearney@uchicago.edu to obtain the necessary materials. Consistent with the policies of the Writing Competition, all submissions are received and reviewed anonymously.

The Writing Competition consists of three components: an editing portion, writing portion, and a short personal statement explaining the ways in which an applicant will contribute to the journal. *CJIL* assigns Writing Competition scores based on the applicants’ performance on the writing portion (60 percent of the score) and editing portion (40 percent of the score). Both sets of skills are critical to Staffer success. While members will be selected based on their Writing Competition scores, all three components of an applicant’s Writing Competition submission will be considered in making staff selections at the margin. Consistent with the policies of the other journals, all submissions are received and reviewed anonymously. We anticipate having twenty-five Staffers during the 2019-2020 academic year. New Staffers are required to attend Journal Orientation at the Law School on Saturday, August 10, 2018.

*CJIL* membership is also available through the Topic Access program, which is open to students in their second or third year of study. Membership is contingent upon the successful completion of a publishable Comment and editing responsibilities. Additional information about the Topic Access program will be available following the conclusion of the Writing Competition.

Responsibilities of Staffers

*CJIL* Staffers have three primary responsibilities: writing a publishable Comment, editing Articles and Comments, and reviewing the impact and originality of potential Comments.

Staffers’ primary task is writing a Comment of publishable quality that addresses a legal issue in international law. Both the interdisciplinary nature of the Journal and the breadth of international law topics provide Staffers ample opportunity to engage with subject matter that piques their interest. Previous Comment topics included alternative approaches to piracy, novel resolutions to human rights and humanitarian crises, and analysis of international copyright regimes. Each Staffer will be assigned a Faculty Advisor and a Comments Editor who will support, revise, and provide expertise throughout the writing process. Completed Comments, with faculty advisor approval, satisfy the Law School’s substantial research paper (SRP) requirement for J.D. students and provide up to three credits through the Law School. Furthermore, Comments are eligible for publication within *CJIL* if selected.

In addition to writing a Comment, Staffers participate in the editorial functions of the Journal. This includes editing, revising, and reviewing Comments and Articles. These editing exercises are commonly called “cite checks.” Staffers typically have two or three cite checks over the course of the year, generally lasting a week each. Additionally, Staffers must attend two “Ed-Fest” events, one in the fall and another in the spring. At each Ed-Fest, Staffers proofread Articles selected for publication. *CJIL*’s biannual publication schedule, predictable workload, and evenly-distributed editing responsibilities ensure that Staffers have flexibility to participate in non-Journal activities at the Law School.
Why The Work is Worth It

Members of CJIL have an invaluable opportunity to contribute to international legal scholarship, propose innovative solutions to pressing global problems, work closely with skilled faculty, and continue to develop legal research and writing skills. In addition to addressing salient legal topics, members collaborate with fellow students throughout the process. These cooperative efforts produce a publication of international legal scholarship seen both as impactful commentary and a citable source of international law.

For each of us on the Board, CJIL membership has been a rewarding experience. Through engagement with preeminent legal scholars, participation in the peer review process, and examination of influential scholarship, we each have grown not merely as students, but as future lawyers. Previous Staffers report that their Journal membership was beneficial while pursuing both clerkship opportunities and professional positions with firms, government, and public interest organizations. We hope that you will consider applying for membership. Please feel free to email Laurel Hattix at hattixla@uchicago.edu, or any member of the Board with any questions about CJIL or the staff selection process.

Sincerely,

The 2018-2019 CJIL Board:

Imara McMillan, Editor-in-Chief
Amiri Lampley, Managing Editor
Silver Lin, Managing Editor
Osama Alkhawaja, Executive Articles Editor
Christine Liu, Topic Access & Articles Editor
Jennifer Bisgaier, Articles Editor
Noah Childrey, Articles Editor
Michael A. Christ, Articles Editor
Anne Thorson, Articles Editor

Alexandra F. Van Dine, Articles Editor
Sarah Gaskell, Executive Editor
Colin A. Parts, Executive Editor
Trevor Kehrer, Executive Comments Editor
Nicole Sofia Alvarez, Comments Editor
Nicole LaBell, Comments Editor
Christine Liu, Comments Editor
Beth Macnab, Comments Editor
Rebecca L. Ritchie, Comments Editor