



VOLUNTEER COLLEGE/HIGH SCHOOL CLERK INTERNSHIP PROGRAM

St. Johns County Clerk of the Circuit Court & Comptroller
2021/2022 Clerk Internship Program
4010 Lewis Speedway, St. Augustine, Florida 32084

The St. Johns County Clerk of the Circuit Court and Comptroller Clerk Internship Program is an internship designed to expose college and high school students to a career in local government. The goal of the program is to educate the student on the many facets of the Clerk of Courts and Comptroller's office. This program will allow students to learn the vital roles the Clerk's office provides to residents by maintaining official records, collecting and distributing county funds, and many other important functions performed to assist the judiciary in court proceedings.

St. Johns County Clerk of Circuit Court and Comptroller currently offers a volunteer internship program. The volunteer program gives students an opportunity to earn community service hours by performing clerical and customer service duties in a challenging work environment. Volunteers meeting the requirements of the program may also receive a special Certificate of Achievement to add to their college application packet.

A commitment of at least four weeks is required, though you may commit to full semester if desired. For more information and to apply to the program, please call 904-819-3605 or e-mail the Human Resources Department at cohumanresources@stjohnsclerk.com.