

VOLUNTEER JOB DESCRIPTION TEMPLATE: ATTORNEY EMERITUS

Name of Organization: Legal Aid Society of Mid-New York, Inc. Pro Bono Program (LASMNY).

Brief Description of Organization: The Pro Bono Program is a collaboration between Legal Aid Society of Mid-New York, Inc. (LASMNY) and private attorneys to provide free legal services to low-income persons across LASMNY's 13-county service area: Broome, Cayuga, Chenango, Cortland, Delaware, Herkimer, Jefferson, Lewis, Madison, Oneida, Onondaga, Oswego, and Otsego.

Population Served: LASMNY's clients are working poor people, families, people with disabilities, senior citizens, veterans, and people who get public benefits. They are U.S. citizens, immigrants and refugees, and temporary workers.

Website: <http://www.lasmny.org/Index.shtm>

Phone: (607) 231-5900

Address: 168 Water St.
Binghamton, New York 13901

VOLUNTEER COORDINATOR CONTACT

Name: Andrew Eastham

Title: Staff Attorney, Pro Bono Coordinator

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VOLUNTEER OPPORTUNITIES

"Reverse Referrals": If the volunteer meets with a client they would like to represent pro bono through Legal Aid, they should contact LASMNY and they will be immediately told if their client qualifies.

Can Volunteers Work Off Site: Yes, most volunteers work from home or out of an alternate office. Volunteers may work on-site at a LASMNY office if they prefer.

Type of Work: Full Representation.

Location, Days and Hours of Volunteer Opportunity: To be determined by the volunteer.

Area of Substantive Law: Child Support, Divorce, Bankruptcy, Estate Planning, Unemployment Insurance Benefits, and other civil matters.

Supervision: Pro bono work is supervised by the Pro Bono Managing Attorney and Paralegals in each of LASMNY's three major offices in Binghamton, Syracuse, and Utica.

Training: LASMNY can provide training in any area requested by the pro bono attorney. Training may include shadowing an experienced attorney, CD-ROMs, written materials and forms, and direct instruction from pro bono staff.

REQUIREMENTS OF VOLUNTEER

Time Commitment: No fixed time commitment.

Previous Experience in Substantive Law Required: No, training provided as needed.

Specific/Previous Training Required: No.

OTHER INFORMATION