

VOLUNTEER JOB DESCRIPTION TEMPLATE: ATTORNEY EMERITUS

Name of Organization: Legal Aid Society of Northeastern New York

Brief Description of Organization: The Legal Aid Society of Northeastern New York is a non-profit law firm which provides free legal services to low-income people in Northeastern New York. The Legal Aid Society of Northeastern New York provides effective, free civil legal services, education to, and advocacy for people with low income or other barriers to accessing the legal system. We secure basic needs, protect and preserve legal rights, provide equal access to justice and seek fairness and dignity for our clients. We serve a 16-county service area in northeastern New York: Albany, Clinton, Columbia, Essex, Franklin, Fulton, Greene, Hamilton, Montgomery, Rensselaer, Saratoga, Schenectady, Schoharie, St. Lawrence, Warren, and Washington. The Legal Aid Society has offices in Albany, Amsterdam, Canton, Plattsburgh, and Saratoga Springs.

Population Served: We provide assistance and representation to poor people in civil, not criminal, cases. We represent the 16-county service area in northeastern New York, the St. Regis Mohawk Tribe, and all homeless people.

Website: <http://www.lasnny.org/>

Phone: 518-689-6322

Address: 55 Colvin Avenue
Albany, NY 12206

VOLUNTEER COORDINATOR CONTACT

Name: Michele Sleight

Title: Private Attorney Involvement (PAI) Program Director

Phone: 518-689-6322

Email: MSleight@lasnny.org

VOLUNTEER OPPORTUNITIES

Consumer Debt: Various work including acting on the behalf of a client to lift or modify a wage garnishment, take care of a frozen bank account or representation of a client in a debt collection matter.

Can Volunteers Work Off-Site? Yes.

Type of Work: Full Representation / Transactional.

Location, Days and Hours of Volunteer Opportunity: LASNNY's office.

Area of Substantive Law: Consumer Law.

Supervision: LASNNY does not supervise volunteers; rather, they act as a liaison. The volunteer is responsible for his or her own case.

Training: Training is available if the volunteer is committed. LASNNY also has their own training programs, as well as mentors.

REQUIREMENTS OF VOLUNTEER

Time Commitment: Depends on the assignment. As little as 1 to 3 hours per case, but not if the volunteer is representing a client in a debt collection matter.

Previous Experience in Substantive Law Required: No.

Specific/Previous Training Required: No.