

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: Cheyenne James

Title: Pro Bono Innovator/Staff Attorney

Phone: (518)587-5188

Email: cjames@lasnny.org

VOLUNTEER OPPORTUNITIES

Help Center:Volunteers at the Albany County Family Court Help Center assist unrepresented litigants with the completion of court forms, as well as provide information and advice on child support, custody, paternity, guardianship, and other family law matters. Volunteers are contacted at the end of each month to sign up for shifts at the Help Center for the following month. Shifts are typically 2 hours each, but they can be shorter or longer, depending on the volunteer's preferences. This program is co-sponsored with the Albany County Bar Association.
Service Type: Brief

Can Volunteers Work Off-Site? No, call for more information.

Type of Work: Full Representation / Transactional.

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

Area of Substantive Law: Matrimonial 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. Call for more information.

Previous Experience in Substantive Law Required: No.

Specific/Previous Training Required: No.