

VOLUNTEER JOB DESCRIPTION TEMPLATE: ATTORNEY EMERITUS	
Name of Organization: Legal Aid Society of Rochester, NY	
Brief Description of Organization: The Legal Aid Society of Rochester (LAS) is a not-for-profit organization that provides direct civil legal services, including lay advocacy and related human services, to adults and children. We ensure that those who seek justice have an opportunity to receive a fair and full hearing. We obtain legal solutions that have a beneficial impact on our clients and the community.	
Population Served: Adults and children, homeowners, renters, and immigrants in Monroe County.	
Website: http://www.lasroc.org/ Phone: 585-232-4090 Address: One West Main Street Suite 800 Rochester, New York 14614	
VOLUNTEER COORDINATOR CONTACT	
Name: Kathy James Title: Director of Operations Phone: 585-295-5774 Email: kjames@lasroc.org	
VOLUNTEER OPPORTUNITIES	
Family Law Program - The Family Law Program provides high quality legal representation in family law matters to residents of Monroe and some surrounding counties. The Family Law Program consists of the Domestic Violence Program, Assigned Counsel Program, Child Support Program and Limited Means Program.	
Can Volunteers Work Off Site: No. Most of the work is in court. The volunteer does not work from their home or own office.	
Type of Work: Full Representation.	
Location, Days and Hours of Volunteer Opportunity: LAS office and Monroe County Court. Office hours are 8:45am-5:00pm on Monday-Thursday and 9:00am-5:00pm on Friday.	Area of Substantive Law: Family Law.
Supervision: LAS provides a supervisor for each unit. In addition to weekly meetings, the volunteer shadows the supervising attorney in court.	Training: LAS' orientation is divided into 2 parts - administrative and program orientation. The supervisors train the volunteers according to practice area. They provide written materials with procedures for handling cases. The volunteer shadows the supervising attorney in court.
REQUIREMENTS OF VOLUNTEER	
Time Commitment: Flexible.	
Previous Experience in Substantive Law Required: Preferred.	Specific/Previous Training Required: No.
OTHER INFORMATION	

[Apply to be a Volunteer](#)