

**VOLUNTEER JOB DESCRIPTION TEMPLATE: ATTORNEY EMERITUS**

**Name of Organization:** Legal Assistance of Western New York, Inc. - Bath Office (also known as Southern Tier Volunteer Lawyers Project (STVLP))

**Brief Description of Organization:** STVLP provides pro bono assistance, ranging from advice and brief service to full representation, to low-income clients in Steuben and Allegany counties, primarily in the areas of divorce, wills/advance care directives, and consumer debt issues.

**Population Served:** Low-income clients in Steuben and Allegany counties.

**Website:** www.lawny.org  
**Phone:** 607-776-4126  
**Address:** 104 E Steuben St  
Bath, NY 14810

**VOLUNTEER COORDINATOR CONTACT**

**Name:** Amy Christensen  
**Title:** Deputy Director  
**Phone:** 607-776-4126  
**Email:** achristensen@lawny.org

**VOLUNTEER OPPORTUNITIES**

**Divorce Clinic:** Volunteers assist clients with preparing pro se divorce documents. Administrative support and supervision are available.

**Volunteers Work Off Site:** Volunteers may work off-site or STVLP can provide space, as well as administrative support, in the Bath office.

**Type of Work:** Limited legal advice.

**Location, Days and Hours of Volunteer Opportunity:** Location is either at the Bath office or at the volunteer's office. Scheduling is flexible, according to the volunteer's availability.

**Area of Substantive Law:** Matrimonial Law. Assistance provided on-site at legal services office.

**Supervision:** STVLP staff attorneys or expert pro bono attorney mentors review all the papers drafted by volunteers in clinic sessions. Supervision and other assistance is provided at the legal services office.

**Training:** STVLP offers CLE trainings, which volunteers must participate in before volunteering.

**REQUIREMENTS OF VOLUNTEER**

**Time Commitment:** Flexible, depending on the interest of the volunteer attorney.

**Previous Experience in Substantive Law Required:** No.

**Specific/Previous Training Required:** No.

**OTHER INFORMATION**

[Apply to be a Volunteer](#)