

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

Wills Clinic: Volunteers assist clients with preparation of wills, health care proxies, and powers of attorney. Administrative support is available and supervision is provided by an expert pro bono estates attorney.

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 assistance (advice, brief service).

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: Wills and Advance Care Directives.

Supervision: Expert pro bono attorney mentor provides supervision and reviews all documents drafted by volunteers in clinic sessions. Administrative support and other assistance is provided by STVLP staff.

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](#)