

**VOLUNTEER JOB DESCRIPTION TEMPLATE: ATTORNEY EMERITUS**

**Name of Organization:** Legal Assistance of Western New York, Inc. - Geneva Office

**Brief Description of Organization:** LawNY is a non-profit law firm, established to provide access to the justice system to low-income people and other vulnerable populations with civil legal problems. LAWNY helps qualified clients in five rural upstate New York counties: Livingston, Ontario, Seneca, Wayne, and Yates.

**Population Served:** Children, domestic violence survivors, the elderly, low income families, state residents, working poor and homeless persons.

**Website:** <http://www.lawny.org/>

**Phone:** 315-781-1465

**Address:** 361 S. Main St.

Geneva, NY 14456

**VOLUNTEER COORDINATOR CONTACT**

**Name:** Alexander Karsten

**Title:** Equal Justice Works AmeriCorps Legal Fellow

**Phone:** 315-781-1465

**Email:** akarsten@lawny.org

**VOLUNTEER OPPORTUNITIES**

**Foreclosure Prevention Project:** Assists homeowners with foreclosure prevention. Household must be working with a HUD-certified housing counseling program. For a list of housing counseling programs, go to [www.wnyforeclosurehelp.org](http://www.wnyforeclosurehelp.org).

**Can Volunteers Work Off Site?** Yes.

**Type of Work:** Full Representation; Limited Legal Advice.

**Location, Days and Hours of Volunteer Opportunity:**  
Volunteers' own office, except for clinics.

**Area of Substantive Law:** Housing, Foreclosure.

**Supervision:** All volunteers are supervised by a staff attorney.

**Training:** LAWNY has access to an on-line library of materials from Empire Justice Center. This includes a wide variety of training formats, including live programs, taped programs, webinars, and written manuals.

**REQUIREMENTS OF VOLUNTEER**

**Time Commitment:** Minimum of 20 hours per week, unless we have a special project available that is more time limited.

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

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

**OTHER INFORMATION**

[Apply to be a Volunteer](#)