

VOLUNTEER JOB DESCRIPTION TEMPLATE: ATTORNEY EMERITUS

Name of Organization: Legal Services of the Hudson Valley (LSHV)

Brief Description of Organization: LSHV a not-for-profit law firm that represents poor and low-income residents of the 7-county Hudson Valley who need representation for non-criminal legal matters. LSHV protects people from the loss of their homes, preserves the rights of the elderly and people with disabilities, helps domestic violence survivors and children get court protection, and achieves free and appropriate education for children with disabilities. LSHV has experienced attorneys, volunteers and advocates who have provided free non-criminal legal assistance to nearly 150,000 clients in its 40+ year history. It also has a dedicated staff of over 75 lawyers, administrators and support staff, and more than 900 private attorneys who volunteer their time.

Population Served: Poor and low-income adults and children, disabled children and elderly, abused women and children.

Website: <http://www.lshv.org/>

Phone: 877-574-8529

Address: 90 Maple Ave.
White Plains, NY 10601

VOLUNTEER COORDINATOR CONTACT

Name: Carol Neiditch

Title: Director of Pro bono Affairs

Phone: 914.949.1305 ext. 116

Email: cneiditch@lshv.org

VOLUNTEER OPPORTUNITIES

Limited-Scope Representation: Attorneys take cases on an individual basis. The volunteers work on family law matters, consumer issues, tort defenses, bankruptcy, landlord/tenant issues, and wills, among other assignments.

Can Volunteers Work Off Site? Yes.

Type of Work: Limited Legal Advice.

Location, Days and Hours of Volunteer Opportunity: In-house volunteers can work at any of LSHV's 7 offices, space permitting, or take pro bono cases, using in-house space to meet with clients, if they desire. The volunteer works at their preference.

Area of Substantive Law: Family Law, Consumer Law, Tort Defense, Bankruptcy Law, Landlord/Tenant, and Trusts & Estates.

Supervision: The Pro Bono Coordinator handles the supervision of LSHV's volunteers as needed. In certain instances the volunteer is assigned a mentor. During the case, LSHV asks the attorney to submit case updates. These simple forms include a summary of the services rendered and pro bono hours spent on the case.

Training: Training materials include written materials, provided at CLE or at a later time forwarded to attorney; mentoring by staff attorneys and other pro bono attorneys available.

REQUIREMENTS OF VOLUNTEER

Time Commitment: The amount of hours spent on a case depends on the nature of the project. We ask that the attorney accept up to two cases a year. The attorney is not referred a second case until the first is completed.

Previous Experience in Substantive Law Required: No.

Specific/Previous Training Required: No.

OTHER INFORMATION

[Apply to be a Volunteer](#)