

VOLUNTEER JOB DESCRIPTION: ATTORNEY EMERITUS

Name of Organization: My Sister's Place

Brief Description of Organization: My Sisters' Place provides legal services to victims of domestic violence, trafficking, stalking and sexual assault in Westchester County. The Family Law Unit assists domestic violence victims in family law matters such as orders of protection, custody, visitation, child support, and appeals. My Sisters' Place also provides limited services in the area of divorce -- My Sisters' Place runs a pro se uncontested divorce clinic. The Immigration Unit assists immigrant victims of domestic violence, trafficking, stalking and sexual assault with Violence Against Women Act (VAWA) Self-petitions, Battered Spouse Waivers, U-Visas, T-Visas, Special Immigrant Juvenile Status, public benefits and other immigration matters.

Populations Served: Victims of domestic violence and human trafficking on women, men, and children throughout Westchester County.

Website: <http://mysistersplaceny.org/>

Phone: (914) 683-1333

Address: One Water Street - White Plains, NY 10601

VOLUNTEER COORDINATOR CONTACT

Name: Anne O'Grady, Esq.

Title: Managing Attorney

Phone: 914-683-1333, ext. 112

Email: ao'grady@mspny.org

VOLUNTEER OPPORTUNITIES

U Visa Clinic: Through the U Visa Clinic, attorneys are paired with MSP clients, most of whom are victims of criminal assault by abusive husbands or boyfriends. The attorneys prepare the client's U Visa application over the course of 1-3 weeks, including drafting the client's affidavits, preparing fee waiver requests, getting foreign documents translated, and completing the necessary immigration forms for the victim and any undocumented children. Then, the attorneys commit to an organized Clinic Day, where they interview the client to finalize the U Visa applications.

Can Volunteers Work Off Site:

Type of Work: Application preparation, translation of documents

Attorneys can work in pairs

Client meeting - completion of application forms and victim affidavit

Location, Days and Hours of Volunteer Opportunity:

Area of Substantive Law: Immigrant and Domestic Violence Law

Supervision: Managing Attorney

Training: 3 hour training of pro bono attorneys

REQUIREMENTS OF VOLUNTEER

Time Commitment: 12-14 hours over the course of 1-3 weeks, including 1 client meeting

Previous Experience in Substantive Law Required:

Specific/Previous Training Required:

Updated: 3.20.2015