

VOLUNTEER JOB DESCRIPTION TEMPLATE: ATTORNEY EMERITUS

Name of Organization: Pro Bono Partnership (PBP)

Brief Description of Organization: PBP provides pro bono business legal services to nonprofit agencies in the belief that the knowledge and application of sound legal practices make nonprofit organizations more effective and better able to focus their resources on supplying vital services to the community.

Population Served: Non-profit corporations.

Website: <http://www.probonopartner.org>
Phone: 914-328-0674
Address: 237 Mamaroneck Avenue, Suite 300
White Plains, NY 10605

VOLUNTEER COORDINATOR CONTACT

Name: Sarah Persily
Title: Senior Staff Attorney
Phone: (914) 328-0674 ext. 328
Email: spersily@probonopartner.org

VOLUNTEER OPPORTUNITIES

Lending / Finance: Community Capital Resources requests assistance with preparing an investment document for individual investors, who would make loans to the Organization at an advantageous rate so that the Organization can then make loans to small businesses and for affordable housing.

Can Volunteers Work Off Site: Yes, volunteers must have an independent space to work from either the office or home.

Type of Work: Limited Legal Advice.

Location, Days and Hours of Volunteer Opportunity:
7 West Cross Street, Suite D
Hawthorne, NY 10532

Area of Substantive Law: Business Law / Housing Law

Supervision: PBP has several lawyers on its staff that provides minimal supervision of its volunteer attorneys. Generally, these supervisors will check in periodically with the volunteer to get a status report of the case.

Training: PBP provides neither an orientation nor training program for its volunteers. It does, however, conduct workshops and CLE trainings, which are open to the public.

REQUIREMENTS OF VOLUNTEER

Time Commitment: Projects are completed at the volunteer's own pace and generally can require anywhere between several hours to a couple months to complete.

Previous Experience in Substantive Law Required: Yes.

Specific/Previous Training Required: Yes.

OTHER INFORMATION

[Apply to be a Volunteer](#)