

**VOLUNTEER JOB DESCRIPTION: VOLUNTEER LAWYERS PROJECT OF ONONDAGA COUNTY**

**Name of Organization:** Volunteer Lawyers Project of Onondaga County, Inc.

The Volunteer Lawyers Project (VLP) provides opportunities for lawyers, paralegals, and law students in Onondaga County to participate in meeting the unmet civil legal services needs of low-income people in our community through pro bono service. VLP's projects include an Eviction Defense Program, Pro Se Divorce Clinic, Free Talk-to-a-Lawyer Legal Clinics, Surrogate's Court Pro Se Assistance Clinic, Family Court Pro Se Assistance Clinic, Immigration Clinic, Q-Law LGBT legal clinic, Veterans Project, Annual Elder Law Fair, and Not-For-Profit Advocacy Program. We always are looking for attorneys to assist in our projects and with full representation.

**Population Served:** Low-income persons in Onondaga County

Website: <http://www.onbar.org/about/vlp.htm>

**Phone:** (315) 471-3409

**Address:** 1000 State Tower Bldg. 109 S. Warren St.

Syracuse, NY 13202

**VOLUNTEER COORDINATOR CONTACT**

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**Title:** Executive Director

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**VOLUNTEER OPPORTUNITIES**

**Family Court Clinic:** Attorneys provide pro se assistance to low-income clients with preparing custody, visitation and child support petitions for Family Court. This is a critical service, as no other legal services provider assists with the initial filing of petitions. No prior experience with family law required – VLP will train attorneys on the process of preparing petitions.

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

**Type of Work:** Limited legal advice and counsel

**Location of Volunteer Opportunity:** Varies depending on the opportunity, but in the Greater Syracuse Area.

**Areas of Substantive Law:** Family Law; Matrimonial Law

**Supervision:** Staff Supervising Attorneys and experienced practitioners in each of the referral areas serve as mentors to volunteer VLP attorneys.

**Training:** The VLP conducts training programs for attorneys in its primary areas of referral. Each program is accompanied by a training manual with relevant case law, statutes and forms.

**REQUIREMENTS OF VOLUNTEER**

**Time Commitment:** From as little as two hours a month to full-scale representation with concomitant time commitment.

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

**Specific/Previous Training Required:** No