

VOLUNTEER JOB DESCRIPTION TEMPLATE: ATTORNEY EMERITUS

Name of Organization: Volunteer Legal Services Project of Monroe County, Inc. (VLSP)

Brief Description of Organization: VLSP's mission is to improve the quality of life of low-income residents of Monroe County by ensuring the existence of a readily available panel of skilled volunteer attorneys to resolve serious legal problems. VLSP's pro bono opportunities include traditional case referrals as well as limited legal services at a variety of clinics and a consumer law hotline.

Population Served: Low-income residents of Monroe County.

Website: <http://vlsprochester.org>

Phone: (585) 232-3051

Address: 1 West Main Street, 5th Floor
Rochester, NY 14614

VOLUNTEER COORDINATOR CONTACT

Name: Sheila Gaddis
Title: Pro Bono Coordinator
Phone: 585-295-5702
Email: sgaddis@wnylc.com

VOLUNTEER OPPORTUNITIES

Case Referrals: Includes Tax, Bankruptcy, Name Change, Immigration, Foreclosure Settlement Conferences, Unemployment Insurance Benefits Denials, Debt Collection, Habitat for Humanity Closings, Deed Transfers, Domestic Violence Divorce, Child Custody, Child Support, Grandparent/Non-parent Custody, Wills, Small Estate Administration, and Stand-by Guardianship matters.

Can the Volunteer work from home or his or her office: Yes.

Location, Days, and Hours of Volunteer Opportunity: Rochester.

Area of Substantive Law Preferred:
Consumer, Family, Foreclosure, Health, Immigration, Matrimonial, Unemployment, Real Estate, and Trusts & Estates.

Type of Work: Full Representation.

Supervision: Volunteers will be supervised by a member of the VLSP staff, as well as by a member of the site that the volunteer is placed at, if applicable.

Training: Volunteers will be trained. VLSP conducts CLE trainings in this area. Materials are available for independent study. Mentoring by a VLSP staff attorney is available.

REQUIREMENTS OF VOLUNTEER

Time Commitment Required of Legal Volunteers: Varies.

Previous Experience in Substantive Law Required: No.

Previous Training Required: No.

OTHER INFORMATION