

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

Unemployment Insurance: VLSP represents claimants whose claims for unemployment insurance benefits have been turned down by the Department of Labor or challenged by the employer. VLSP handles these cases at the hearing level only.

Can the Volunteer work from home or his or her office: Yes, but should be available by email or phone.

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

Area of Substantive Law Preferred:
Unemployment Benefits.

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