

# **MFY Legal Services**

## ***Contact Information***

**Website:** <http://www.mfy.org/>  
**Phone:** 212-417-3700  
**Address:** 299 Broadway, 4th Floor  
New York, NY 10007

## ***Description of Organization***

MFY Legal Services, Inc. is a citywide legal services organization with a mission to ensure that no New Yorker is denied access to justice because he or she cannot afford an attorney. For the past 50 years, MFY has provided free legal assistance to tens of thousands of New Yorkers in the areas of housing, public benefits, consumer, employment, civil and disability rights, and family law matters.

## ***Volunteer Opportunities***

### **Kinship Caregiver Law Project**

Duties include providing limited scope assistance to grandparents seeking to evaluate the strength of visitation claims and /or draft visitation petitions, assisting undocumented children who have been abandoned by their biological parents to claim immigration relief, and working with project staff attorneys to secure custody and guardianship petitions for kinship caregivers.

### **Workplace Justice Project**

1. Telephone intake assistance - with some additional hours to consult with staff attorneys and ideally do research and then do callbacks with advice. Minimum 5 hours per week (one 3-hour phone shift plus follow up/callback time). If the volunteer has time and interest, this could expand into an in-house casehandler position.
2. Re-entry clinic assistance - Volunteers would help with intakes and follow-up. Duties may include: in-person client meetings, follow up calls, legal research and going to court to help clients file for certificates of relief from disabilities, obtaining charging documents, etc. Attorneys must commit to training plus one 3-hour shift every three months.
3. Assistance with Article 78s - on a case-by-case basis, attorneys may be asked to help draft and file papers.
4. In-house volunteer casehandler – This volunteer would become fully integrated into the project and take on their own caseload (under the supervision of a staff attorney) of administrative hearings, as well as conduct research and assist with litigation.

### **Disability and Aging Rights Project**

Duties include providing advice and assistance with applications for Access-A-Ride (MTA paratransit) service, representing applicants denied Access-A-Ride at administrative hearings

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and /or Article 78 proceedings. For Emeritus attorneys with extensive state court litigation experience, research, drafting and discovery assistance on affirmative disability rights litigation. Excellent option for a person with experience in fair housing issues.

### **Intake Specialists**

Duties include assessing incoming telephone requests for legal assistance and spots issues related to key practice areas including: disability rights, family law, and workers rights. Volunteers will also provide limited information and referrals as necessary.

### ***Areas of Substantive Law***

**Family Law**

**Disability Law**

**Fair Housing Law**

**Employment Law**

### ***General Notes***

**Capacity:** Volunteers work from MFY's offices. MFY has the capacity to supervise and manage 10-15 volunteers at a time.

**Time Commitment:** Time commitment varies according to assignment.

**Supervision:** Each volunteer attorney will be fully supervised.