

VOLUNTEER JOB DESCRIPTION TEMPLATE: ATTORNEY EMERITUS

Name of Organization: Legal Assistance of Western New York, Inc. - Olean Office

Brief Description of Organization: LAWNY, Inc. is a non-profit law firm. We are a civil legal aid program serving indigent clients in the county of Cattaraugus, New York. Our office is in the City of Olean, N.Y.

Population Served: Children, domestic violence survivors, elderly persons, low-income persons, Native Americans, and working poor and unemployed persons.

Website: <http://www.lawny.org/>

Phone: 716-373-4701

Address: 103 South Barry Street
Olean, NY 14760

VOLUNTEER COORDINATOR CONTACT

Name: Jeffrey M. Reed

Title: Managing Attorney

Phone: 716-373-4701

Email: jreed@lawny.org

VOLUNTEER OPPORTUNITIES

Public Benefits: Represent claimants at administrative hearings in the areas of public assistance benefits, food stamps, and Medicaid.

Can Volunteers Work Off Site? No.

Type of Work: Full Representation.

Location, Days and Hours of Volunteer Opportunity:
8:30am-5:00pm, Mondays through Fridays at LAWNY, Inc. Olean office. Some evening court appearances may be necessary.

Area of Substantive Law: Public Assistance, Medicaid.

Supervision: As needed.

Training: As needed within budgetary constraints.

REQUIREMENTS OF VOLUNTEER

Time Commitment: As agreed.

Previous Experience in Substantive Law Required:
Preferred.

Specific/Previous Training Required: Preferred.

OTHER INFORMATION

It is preferred that the volunteer have a laptop computer with wifi capability.