



BUSINESS OFFICE
16 E. MAIN STREET, SUITE 380
ROCHESTER, NEW YORK 14614
Tel: (585)252-1501
www.lawny.org

POSITION ANNOUNCEMENT (June 2019)

AMERICORPS MEMBERS – LEGAL ASSISTANT ACCESS TO JUSTICE PROJECT (Rochester, NY)

Project Description:

The Rochester office of Legal Assistance of Western New York, Inc.[®] (LawNY[®]) has (1) five-month AmeriCorps position available in our Access to Justice Project, a partnership between LawNY[®] and AmeriCorps, America's most prominent volunteer service program. LawNY[®] is a not-for-profit law firm which provides civil legal services to low-income clients in a fourteen-county region in western New York State. The Rochester office serves Monroe County residents and provides representation primarily in the areas of housing, public benefits, re-entry, health, and elder law. LawNY[®] has six other offices located in Bath, Elmira, Geneva, Ithaca, Jamestown and Olean, New York.

AmeriCorps members will work as legal assistants, and will be offered the opportunity for direct, substantive legal experience, excellent training and mentoring, and a chance to make a critical difference in the lives of poor people and their communities. They will team with dedicated professionals, including other AmeriCorps members, in an established poverty law program.

AmeriCorps Member Benefits:

- The \$7154 living allowance for a five month position (equivalent to \$715.42 semi-monthly) would be pro-rated dependent on the start date of this position;
- Segal AmeriCorps Education Award (currently set at \$2255.24) upon successful completion of (5) months of service would be pro-rated dependent on the start date of this position;
- Deferment of qualified federal and some private student loans;
- Possibility of year long position renewal, funding permitting;
- Eligibility for assistance in obtaining basic health insurance;
- Child care benefit, if eligible;
- Intensive training and member support;
- Members typically qualify for SNAP and HEAP benefits;

Member Responsibilities:

- Provide screening and intake for poor persons seeking civil legal assistance;
- Assist staff attorneys in providing legal services to clients;
- Work with community agencies serving the poor to strengthen collaborations;
- Provide outreach and community education for targeted groups/clients;





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- Assist in the recruitment and support of volunteer lawyers, students and community members;
- Participate on relevant staff committees/work groups;
- Participate in impact cases or projects.

Member Qualifications:

Applicants should have at least two years of college or equivalent experience. Prior experience working with the poor or disadvantaged is preferred. Members should have a personal commitment to eliminating poverty and its effects in our communities and to high standards of professional performance. Commitment to a five-month term with a minimum of (675) hours of service is required with a start date of 7/1/19.

Application Procedure:

All applications received will be considered until the positions are filled. Applicants should email a cover letter of interest, a resume, and the names of (3) references to the attention of Lori O'Brien, Managing Attorney of the Rochester office of LawNY®, at the following email address: lawnyapplications@lawny.org. If selected, the position will start immediately or no later than 7/1/19 and run five months through 11/31/19.

Legal Assistance of Western New York, Inc.® (LawNY®) is an equal opportunity employer. LawNY® encourages applications from diverse candidates. LawNY® welcomes applications regardless of race, color, religion, sex, gender identity, sexual orientation, pregnancy, national origin, age, disability, genetic information or any other consideration protected by law. This position is considered non-exempt pursuant to the Fair Labor Standards Act.

