

## PILF Clinics 2016-17

### **THE ALLIANCE FOR CHILDREN'S RIGHTS**

[www.kids-alliance.org](http://www.kids-alliance.org)

**Description:** The Alliance for Children's Rights provides free legal services and advocacy to protect the rights of impoverished and abused children and youth so that they have safe, stable homes, healthcare and the education they need to thrive. The Alliance for Children's Rights provides free legal services and advocacy to protect the rights of impoverished and abused children and youth so that they have safe, stable homes, healthcare and the education they need to thrive.

**What You Will Do:** The Alliance welcomes applications from law students seeking an internship during the school year or summer. All students work under the direction of staff attorneys on the following types of tasks:

- Conducting client intake interviews
- Analyzing and assessing client needs
- Working with attorneys to determine legal assistance needed
- Conducting legal research and preparing legal documents
- Attending court proceedings
- Developing resource and educational materials for clients

**Language Requirements:** Spanish proficiency preferred

**To Apply:** Please email a resume and cover letter to [allianceinternapps@gmail.com](mailto:allianceinternapps@gmail.com). Cover letter must indicate availability, i.e., hours/week with desired start/end date. Cover letter may indicate any specific program interests, i.e., Adoptions or Education. All positions are unpaid and occur during business hours (9:00a to 5:30p M-F). All other opportunities require an 80 hour commitment with a minimum of 8 hours per week in 4+ hour blocks.

**Agency Contact:** Laurel Adcock, [L.adcock@kids-alliance.org](mailto:L.adcock@kids-alliance.org)

**Questions for PILF?** Email [uscpiifprobono@gmail.com](mailto:uscpiifprobono@gmail.com)

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### **LOS ANGELES COUNTY BAR ASSOCIATION DOMESTIC VIOLENCE PROJECT**

[www.lacba.org/dvp](http://www.lacba.org/dvp)

**Description:** Volunteers provide one-on-one assistance to victims, preparing petitions for Temporary Restraining orders. No representation is required and the Petitioners file In Pro Per. Work is supervised by LACBA Domestic Violence Project.

**What You Will Do:** Volunteers commit to two 3.5-hour sessions per month for 7 months. The AM session is from 8:30-12:00, and the PM session is from 1:00-4:30. All sessions are from Monday-Friday. (No PM session on Friday). Volunteers register their hours on our clinic computer.

**Special Requirements:** On-site training, courtroom attire required. COMPUTER PROFICIENCY IS REQUIRED.

**Agency Contact:** Sara Rondon, [srondon@lacba.org](mailto:srondon@lacba.org)

**Questions for PILF?** Email [uscpiifprobono@gmail.com](mailto:uscpiifprobono@gmail.com)

## **BET TZEDEK**

[www.bettzedek.org](http://www.bettzedek.org)

**Description:** Bet Tzedek sets the standard for innovation in public interest law. Our pioneering projects combine direct legal representation with outreach, education, and legislative advocacy, resulting in equal access to justice for over 15,000 low-income Angelenos last year alone.

- **Debtors' Rights** – Bet Tzedek assists clients with wage and benefit garnishments, identity theft, Fair Debt Collection cases, bankruptcy petitions, and more. Our weekly clinic educates consumers about their rights.
- **Employment Rights** – Bet Tzedek advocates on behalf of a variety of low-wage workers, including garment workers, day laborers, construction workers and janitors. We bring wage claims before the Labor Commissioner, and litigate cases involved human trafficking, retaliation, and wage and hour violations. Students may represent workers before the Labor Commissioner. We also staff a clinic every Wednesday from 5:30-7:30pm in our office.
- **Family Caregiver** – Bet Tzedek provides legal counsel to English- and Spanish-speaking adults who are caring at home for a family member afflicted with Alzheimer's Disease, dementia or another debilitating illness. We conduct community legal education presentations in Spanish and English for health-care professionals, social workers and caregivers themselves to provide information about services that support caregivers and the severely disabled family members they care for.
- **Government Benefits** – Bet Tzedek helps clients apply for appropriate state and federal benefits such as social security, disability, Medical and Medicare. We also represent clients in appeals. Students may represent clients in administrative hearings.
- **Kinship Care** – Bet Tzedek helps keep families together by assisting grandparents and others obtain guardianships over young family members. It is estimated that 88,000 children in Los Angeles County live with their grandparents.
- **Holocaust Reparations** – Bet Tzedek assists survivors with applying for reparations, pensions, and other benefits from Germany and other European countries. Bet Tzedek also has been at the forefront on issues affecting survivors, including Holocaust-era insurance coverage, the effect of reparations on eligibility for public benefits, and the waiver of wire transfer fees for survivors who receive reparations.
- **Housing Conditions** – Bet Tzedek helps preserve affordable housing in L.A. and targets slum housing conditions through litigation and other advocacy. Bet Tzedek helped craft a new law protecting apartment residents from evictions during building renovations.
- **Outreach** – Bet Tzedek serves the legal needs of low-income seniors by offering free legal services and representation on a broad range of issues, including housing, consumer fraud, wills, bankruptcy, and other issues. Our advocates, including law students, visit 30 senior centers across the County and three SOVA Food Resource Centers. We also provide legal services at the St. Francis Medical Center as part of a medical-legal partnership.
- **Right to Health** – In a medical-legal partnership, St. Francis Medical Center and Bet Tzedek improve the health outcomes of patients through legal advocacy. All client referrals come through St. Francis Medical Center staff.
- **Self-Help Conservatorship Clinic** – Through clinics held at four courthouses in Los Angeles, Bet Tzedek assists pro per litigants who need conservatorships for family members (predominantly developmentally disabled children or seniors with mental capacity issues).

**What You Will Do:** Under the direct supervision of our attorneys, law clerks carry their own caseloads and work directly with clients. We offer experiences in a number of different project areas (described below). Students may staff legal clinics, represent clients in administrative hearings, interview clients and witnesses, perform legal research and writing, work up cases for filing, and assist on matters litigated in state or federal court.

**Requirements:** We welcome students interested in unpaid internships, academic externships and work-study who can commit at least 8-10 hours per week for the semester. For 1Ls, we do have an opportunity in our Call Center where the minimum requirement is only 4 hours per week. Anyone fluent in Spanish may also be interested in our ERP Clinic – this requires only a couple of hours on a few Wednesday evenings a month. More substantive work, of course, requires a more substantive weekly commitment.

**Qualifications:** Demonstrated empathy and compassion for low-income people, persons with disabilities, and the elderly; commitment to public service; strong legal writing and reasoning skills; foreign language proficiency needed (Spanish, Russian, Asian-Pacific and others).

**To Apply:** Email a cover letter, resume, two references, and short legal writing sample to [volunteer@bettzedek.org](mailto:volunteer@bettzedek.org). Please reference "Externship" in the subject line. Contact our Pro Bono Coordinator at (323) 549-5895 or [volunteer@bettzedek.org](mailto:volunteer@bettzedek.org) with any questions.

**Agency Contact:** [volunteer@bettzedek.org](mailto:volunteer@bettzedek.org); (323) 549-5895

**Questions for PILF?** Email [uscpiilfprobono@gmail.com](mailto:uscpiilfprobono@gmail.com)

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### **CHRISTIAN LEGAL AID OF LOS ANGELES**

**Description:** CLA-LA provides free legal advice to very low-income individuals throughout Los Angeles County at our monthly legal clinics. We provide assistance in the following areas: housing, employment, expungements, traffic citations, immigration, family, small claims, personal injury, probate, bankruptcy/debt, government benefits, and small business.

**What You Will Do:** Help provide legal services under the direction of an attorney at our monthly legal clinics.

**Requirements:** We have no specific time requirements, although volunteers on our legal teams usually volunteer for the entire clinic, which is about 4 hours one Saturday a month.

**Agency Contact:** Sarah McKendricks, [sarah@cla-la.org](mailto:sarah@cla-la.org) (323.319.3559)

**Questions for PILF?** Email [uscpiilfprobono@gmail.com](mailto:uscpiilfprobono@gmail.com)

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### **COMMUNITY LEGAL SERVICES**

[www.legal-aid.com](http://www.legal-aid.com)

**Description:** Community Legal Services (CLS) provides representation, information, and self-help services for low-income litigants to access the legal system.

**What You Will Do:** Under the supervision of an attorney, the volunteers will provide information and assistance to self-represented litigants with civil matters including eviction, domestic violence, divorce, legal separation, name change, wage garnishment, and child support.

**Requirements:** 3 hours a week for at least 8 weeks

**Agency Contact:** Nina Magno, [nmagno@legal-aid.com](mailto:nmagno@legal-aid.com)

**Questions for PILF?** Email [uscpiilfprobono@gmail.com](mailto:uscpiilfprobono@gmail.com)

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### **DISABILITY RIGHTS LEGAL CENTER**

[www.disabilityrightslegalcenter.org](http://www.disabilityrightslegalcenter.org)

**Description:** DRLC is a public interest law office whose mission is to champion the rights of people with disabilities through education, advocacy, and litigation. Located in the heart of downtown Los Angeles, DRLC is the oldest cross-disability legal advocacy organization in the country. We have offices at Loyola Law School and the University of La Verne College of Law.

**What You Will Do:** The DRLC has 2 program options:

- **The Civil Rights Programs (CRP):** Students working with DRLC's Civil Rights Program will have the opportunity to: (1) work on class action and individual impact cases with the Disability Litigation and Education Advocacy Programs, allowing them to develop legal research and writing skills and actively participate in all phases of litigation; and (2) conduct intake and provide limited scope advocacy services under the Community Advocacy Program. Students interested in working specifically on issues impacting people with HIV may be considered for placement with DRLC's HIV Law & Policy Project (opportunities are limited). Students who would like to work in the Inland Empire may be placed with DRLC's Inland Empire Program, where they will provide Civil Rights Program services to the communities of the Inland Empire
- **The Cancer Legal Resource Center (CLRC):** Students working with the CLRC receive training in cancer-related legal issues, including: employment, health law, estate planning, public benefits, consumer law, and various other areas of cancer rights law. In addition, all students gain hands-on experience assisting people with cancer, cancer survivors, their families, friends, and others affected by cancer. Get actively involved by interviewing CLRC callers and providing telephone assistance and information. Enhance your research and writing skills by drafting correspondence and conducting legal research for callers. Law Clerks and Externs have the additional opportunity to participate in health fairs and community programs as schedules permit.

**Language Requests:** Spanish helpful but not required.

**Training:** On-site

**Application Materials:** Volunteer application and resume.

**Agency Contact:** Jonathan Rivera, [Jonathan.Rivera@drlc.lls.edu](mailto:Jonathan.Rivera@drlc.lls.edu)

**Questions for PILF?** Email [uscpiifprobono@gmail.com](mailto:uscpiifprobono@gmail.com)

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### **ESPERANZA IMMIGRANT RIGHTS PROJECT**

<http://www.esperanza-la.org/>

**Description:** Esperanza provides legal services, including legal orientations, legal screenings, and direct representation to Southern California's most vulnerable immigrant populations. The project specializes in removal defense and the intersection between criminal and immigration law, especially for detained or recently released individuals. Esperanza also provides legal services to children, especially those seeking Special Immigrant Juvenile States (SIJS).

**What You Will Do:** Duties will vary based on what program you intern for. [Click here](#) to learn more about the programs. Assist attorney in direct representation of clients, help conduct client intakes and interviews, help prepare applications for relief, help draft declarations and affidavits, help draft briefs and supporting documents.

Google Doc:

**Requirements:** Fluency in Spanish (required for some positions), experience working at a non-profit organization, familiarity with issues related to immigration, and demonstrated commitment to social justice.

- **Interns:** Minimum one day a week for at least four months
- **Externs:** 8 hours a week for at least one semester

**Agency Contact:** Carolina Garza De Luna, [cgarzadeluna@ccharities.org](mailto:cgarzadeluna@ccharities.org)

**Questions for PILF?** Email [uscpiilfprobono@gmail.com](mailto:uscpiilfprobono@gmail.com)

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### **IMMIGRANT DEFENDERS LAW CENTER**

[www.http://www.immdef.org/](http://www.immdef.org/)

**Description:** The Immigrant Defenders Law Center (ImmDef) is a progressive, social justice law firm that provides high-quality representation and legal services to immigrants in Southern California founded **by Executive Director, Lindsay Toczykowski (USC Gould '08)**. Their staff is comprised of advocates and activists from the immigrant rights community who collectively have decades of experience fighting for the rights of immigrants in Southern California and beyond.

The current practice focuses on the most marginalized groups of immigrants who are facing deportation proceedings: unaccompanied children and mentally incompetent adults. Without their services, their clients would be forced to face these complicated and high-stakes court proceedings alone since there is no “public defender” system for immigrants in the United States.

**Agency Contact:** Susan Alva at [susan@immdef.org](mailto:susan@immdef.org)

**Questions for PILF?** Email [uscpiilfprobono@gmail.com](mailto:uscpiilfprobono@gmail.com)

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### **INNER CITY LAW CENTER**

[www.innercitylaw.org](http://www.innercitylaw.org)

**Description:** ICLC provides representation and social service advocacy to over 2,000 homeless and working poor clients each year. ICLC is the only full-time provider of legal services headquartered on Skid Row and is widely recognized for its expertise in housing issues, government, and veterans' benefits.

- Slum Housing Litigation
- Homeless Veterans' Project
- Shriver Project

**What You Will Do:** Interview clients, legal research, and draft court documents

**Hours:** At least 16 hours a week, Monday through Friday

**Agency Contact:** [Info@innercitylaw.org](mailto:Info@innercitylaw.org)

**Questions for PILF?** Email [uscpiilfprobono@gmail.com](mailto:uscpiilfprobono@gmail.com)

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### **LOS ANGELES CENTER FOR LAW AND JUSTICE**

[www.laclj.org](http://www.laclj.org)

**Description:** LACLJ provides personalized legal services and education to low-income families through their Domestic Violence, Teen Legal Advocacy, Immigration, and Access to Justice programs.

**What Students Will Do:** Volunteers interview clients, prepare legal documents, and accompany clients to court.

**Special Requirements:** Spanish language skills are highly desirable but not required.

**Hours:** Students should be able to commit to a minimum of 4-8 hours per week on-site, as all services are conducted in a one-to-one setting.

**Agency Contact:** [probono@laclj.org](mailto:probono@laclj.org)

**Questions for PILF?** Email [uscpiifprobono@gmail.com](mailto:uscpiifprobono@gmail.com)

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### **LOS ANGELES LESBIAN & GAY CENTER**

[www.lagaycenter.org](http://www.lagaycenter.org)

**Description:** The L.A. LGBT Center's Legal Services Department assists more than 2,000 people each year by providing counsel and advice in most areas of law, self-help support, referrals, hate crime victim services, domestic violence legal advocacy, and violence prevention education. The Legal Services Department is home to five main programs: Domestic Violence Legal Advocacy Project, Anti-Violence Project, Immigration Project, a Legal Clinic, and the Transgender Economic Empowerment Project. With a team of staff and volunteer attorneys, law clerks, and interns, the Legal Services Department is the country's largest community-based provider of direct legal services for the LGBTQ community. We provides a wide array of survivor recovery and empowerment services including crisis counseling, advocacy with law enforcement, attorney consultations and referrals, and referrals to long-term counseling and other social services. Although all LGBTQ people are served, we have a special focus on the legal needs of the transgender community, undocumented immigrants and youth. Legal assistance is provided in English and Spanish.

**What Students Will Do:** Essential Functions and Responsibilities: staff the phone lines, conduct client intakes and schedule attorney consultation appointments, provide crisis counseling and resource/referral assistance, participate in evening legal clinics, assist in preparation of legal documents, including restraining orders and u-visas, assist in development of trainings and workshops, and assist with data collection and analysis around LGBTQ violence.

**Qualifications:** Responsible, respectful and dependable, demonstrated ability to work effectively with people of diverse races, ethnicities, ages, sexual orientation, and genders in a multicultural setting, bilingual Spanish/English speakers are greatly needed. If you are a compassionate person willing to listen to others, committed to social justice and working to end violence based on transphobia, racism, sexism, homophobia and other oppressive forces, the Legal Services Department seeks your assistance as an Intern Client Advocate.

**Hours:** 3-4 hours a week during the year.

**Agency Contact:** (323) 993-7400

**Questions for PILF?** Email [uscpiifprobono@gmail.com](mailto:uscpiifprobono@gmail.com)

## **LOS ANGELES HIV LAW AND POLICY PROJECT**

[www.lahlpp.org](http://www.lahlpp.org)

**Description:** A collaboration of the Disability Rights Legal Center, Los Angeles County Bar Association AIDS Legal Services Project, Inner City Law Center, and UCLA School of Law that provides legal services for people living with HIV and AIDS in Los Angeles County. Areas of Specialization include HIV discrimination, estate planning, public benefits, immigration, privacy, health care access, housing, and debt relief.

**What Students Will Do:** Conduct legal intake, research legal issues and analyze client needs, provide brief services including draft documents, issue spot and prescreen cases for representation, assist with legal education seminars and in house litigation matters.

**Special Requirements:** Spanish speaking and demonstrated interest in public service highly desirable

**Hours:** A minimum of 8 hours a week for 10 weeks, or 80 hours a semester. Could be flexible if needed.

**Agency Contact:** (310) 794-7385 and apply online.

**Questions for PILF?** Email [uscpiifprobono@gmail.com](mailto:uscpiifprobono@gmail.com)

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## **LEGAL AID FOUNDATION OF LOS ANGELES**

[www.lafila.org](http://www.lafila.org)

### **Description:**

- **Eviction Defense Center (EDC) & Housing Unit:** The EDC seeks law clerks to work on eviction cases. Duties include assisting clients with drafting answers to complaints; writing research memoranda; drafting pleadings, discovery and motions; and preparing cases for trial. Certified law students may also litigate simple trials under the close supervision of one of our attorneys. Clerks may also visit apartments, take photographs and conduct other investigations for eviction cases and affirmative slum litigation.
- **The Housing Unit:** The Housing Unit seeks volunteers to assist with affirmative lawsuits. Clerks will interview clients, conduct factual investigations, analyze and review documents, perform legal research, draft memoranda and assist with discovery. Bilingual capability (Spanish) preferred but not required. These opportunities are located at our Central Office.
- **Government Benefits:** The Government Benefits Unit seeks 2-3 law clerks to work on cases involving CalWORKs, GAIN, Foster Care, MediCal, In-Home Supportive Services, and Social Security matters. Duties include conducting client interviews, advising clients about their legal rights, drafting legal pleadings, assisting with welfare reform policy work, negotiating with government agencies and represent clients at administrative hearings under the supervision of experienced staff. The Governments Benefits unit requires a minimum commitment of 7-14 hours a week (can be flexible given law school schedule) for three months or longer. Spanish language ability is preferred but not required. The Government Benefits Unit is located at our East office.
- **Immigration Unit:** The Immigration Unit seeks law clerks to assist clients through its Naturalization Clinics, Battered Immigrant Women's Project, Human Trafficking Project and Torture Survivors Project. Opportunities may include client interviews, outreach, counsel & advice and assisting attorneys prepare a variety of petitions and applications. Clerks may also assist attorneys by preparing witnesses, conducting legal research, drafting legal memoranda, motions and appellate briefs for matters before the Board of Immigration Appeals and the Ninth Circuit Court of Appeals. The

Immigration Unit is housed at our East Los Angeles, West and Long Beach offices. Bilingual students, especially those who speak Spanish and/or Asian languages are highly encouraged to participate.

- **Torture Survivor Project:** LAFLA's Immigration Unit is looking for a public interest minded law clerk to assist attorneys with trafficking and torture cases, and the monthly legal clinic conducted at the South Asian Network (SAN) in Artesia. The clinic began in February 2012 to identify and assist victims of torture and trafficking in the South Asian community. The law clerk should ideally speak any of the major South Asian languages: Hindi, Bengali, Urdu, and others.

**Hours:** 10 or more hours a week

**Agency Contact:** Apply online

**Questions for PILF?** Email [uscpiilfprobono@gmail.com](mailto:uscpiilfprobono@gmail.com)

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### **MENTAL HEALTH ADVOCACY SERVICES**

[www.mhas-la.org](http://www.mhas-la.org)

**Description:** MHAS is a non-profit legal services agency providing direct legal services to persons with mental health disabilities. MHAS has projects in government benefits, housing, special education, access to mental health services and juvenile hall advocacy. MHAS is also engaged in policy work and impact litigation.

**What Students Will Do:** Volunteers interview and follow up with clients, conduct research, and draft administrative pleadings. Students may also volunteer with Medi-Cal enrollment

**Special Requirements:** Particularly looking for students with language fluency in Korean, Mandarin, Russian, and Tagalog

**Agency Contact:** Call (213) 389-2077

**Questions for PILF?** Email [uscpiilfprobono@gmail.com](mailto:uscpiilfprobono@gmail.com)

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### **NEIGHBORHOOD LEGAL SERVICES (NLS)**

[www.nls-la.org](http://www.nls-la.org)

**Description:** We have different types of legal clinics:

- **The Self-Help Legal Access Centers** assist people with family law matters (divorce, custody disputes, and paternity actions), housing matters (evictions) and other matters (name change, guardianships, and conservatorships). These are located in the San Fernando, Van Nuys, Pomona and Antelope Valley Courthouses. The Centers are open Monday – Friday 8:30 am – 12:30 pm and 1:30 – 4:30 pm. All the Centers are closed Friday afternoons.
- **The Domestic Abuse Self-Help (DASH)** clinics assist litigants with domestic violence restraining orders. Litigants are also provided information to shelters, counseling and other social services available to victims of domestic abuse. These are located in the San Fernando, Van Nuys Pomona and Antelope Valley Courthouses. The Centers are open Monday – Friday 8:30 am – Noon.
- **The Workers' Rights Clinic** assists workers with claims for unpaid wages and overtime, appeals of unemployment benefit denials and criminal records clean up. We have clinics in Pacoima (2nd (Wednesdays from 5 pm – 9 pm) and Glendale (1st and 3rd Tuesday from 5pm-9pm)



- **The Debt Relief Clinic** assists low income litigants with 1) what it means to be sued for a debt, 2) consequences of losing a debt collection lawsuit and 3) what ways a creditor can attempt to collect a judgment, including information about exempt income and judgment-proof debtors, from whom a judgment basically cannot be collected. The clinic runs every Friday from 8 am – 12 pm in Pasadena.
- **The Eviction Assistance Center** is responsible for assisting litigants with preparation of unlawful detainer answers (eviction answers). Volunteers will interview litigants, prepare court pleadings and participate in case evaluations. This is a wonderful opportunity for volunteers to be part of project that is geared to help families avoid homelessness and gain better understanding of the eviction process. The Center is open Monday –Friday from 9 am – 4 pm.

**What Students Will Do:** The types of in-office work can vary widely. For Examples at this time we have volunteers doing clerical work, translating or working with clients in our different advocacy groups. We have advocacy groups in the area of Administrative Law, Community Development, Family Law, Health Consumer Center, Housing/Consumer Law, Immigration Law and Workers' Rights/Employment. The advocacy groups have limited volunteer opportunities. And 4th Saturdays from 9am – 12pm), El Monte and 3rd Tuesday from 5 pm – 9 pm). Volunteers work at clinics and on cases and projects in our offices, at sites in the community, and in our clinics. At our clinics volunteers help litigants prepare court forms or paperwork for administrative hearings. Under the supervision of an attorney, volunteers may be asked to provide information about the legal process, as well as other community resources. All non- attorney work is reviewed and approved by an attorney.

**Special Requirements:** NLS needs volunteer attorneys, paralegals, law students, undergraduate students and community volunteers who are able to communicate effectively, both orally and in writing, and to carry out instructions. In addition, volunteers must be able to work well with people who may be in crisis – many of the litigants we assist are experiencing very stressful situations. Note: Bilingual volunteers (especially Spanish, Mandarin and Cantonese speakers) are always needed, but a second language is not required.

**Agency Contact:** [employment@nlsia.org](mailto:employment@nlsia.org)

**Questions for PILF?** Email [uscpiifprobono@gmail.com](mailto:uscpiifprobono@gmail.com)

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## **PUBLIC COUNSEL**

[www.publiccounsel.org](http://www.publiccounsel.org)

**Description:** Public Counsel is the largest pro bono law firm in the world. Public Counsel is dedicated to advancing equal justice under law by delivering free legal and social services to the most vulnerable members of our community. Most positions ask that you can dedicate 10 – 15 hours per week.

**What You Will Do:** Volunteers can pick one of nine practice areas:

- Appellate Law
- Early Care and Education Law
- Children's Rights
- Consumer Law
- Community Development
- Homelessness Prevention
- Immigrants' Rights
- Impact Litigation
- Veterans Assistance

**To Apply:** Interested students should reach out directly to David Daniels, Public Counsel's Pro Bono Director ([ddaniels@publiccounsel.org](mailto:ddaniels@publiccounsel.org)), to sign up for available opportunities. If there is a specific person to contact in the below listed volunteer needs, please reach out to that person as well and copy David Daniels.

**Volunteer Positions:**

▪ **Pro Per Guardianship Clinic:**

Public Counsel's Pro Per Guardianship Clinic has an available position for a volunteer to assist pro per litigants to file applications for probate guardianship. This is an opportunity to work directly with low-income people on a one-on-one basis. We assist friends or family of children whose parents are either unable or unavailable to care for them. Under the guidance of Public Counsel's staff attorney, volunteers conduct client intake interviews, navigate the legal software used to complete the required paperwork and are educated about the court process and legal requirements so that they may explain the relevant law and procedures to litigants. Volunteers are also offered the opportunity to observe court hearings. Volunteers gain experience in conducting client intake, probate court processes, drafting legal documents, and various areas of public benefits and children's rights law. Spanish speakers are preferred, but not required. For more information regarding this opportunity, or to apply, please contact **Nicole Rivera-Vazquez (USC Gould '13)** at [nrivera@publiccounsel.org](mailto:nrivera@publiccounsel.org). Please explain in your e-mail why you are interested in the particular work you wish to volunteer for. Also, please attach a copy of your resume, a writing sample, and your law school transcript.

▪ **Impact Litigation Clinic:**

The Impact Litigation Project (ILP) works on cases affecting large groups of people in order to challenge systematic discrimination affecting low-income persons and persons of color. Current projects that the volunteer would work on include: a lawsuit on behalf of students attending low-performing public schools in high-poverty urban communities who are deprived sufficient meaningful learning time and the opportunity to attain basic academic skills; potential lawsuit on behalf of homeowners facing foreclosure; lawsuit on behalf of California farm workers to ensure protection from heat illness and death when they pick fruits and vegetable in grueling summer temperatures.

ILP is willing to supervise one volunteer. The volunteer would be responsible for a range of legal work, including: interviewing witnesses and collecting declarations; researching potential legal claims; reviewing documents to assess issues of liability; helping draft motions and complaints. Working with the ILP, the volunteer would develop legal research and writing skills, gain an understanding of class-action litigation and build a network of fellow advocates ranging from community organizers, educators and pro bono counsel.

Spanish speakers are preferred. Strong research and writing skills are required. Applicants should also have familiarity working with low-income communities and communities of color, as well as a developed understanding of issues of structural inequality. For more information regarding this opportunity, or to apply, please contact Kathryn Eidman at [keidman@publiccounsel.org](mailto:keidman@publiccounsel.org). Please explain in your e-mail why you are interested in the particular work you wish to volunteer for. Also, please attach a copy of your resume, a writing sample, and your law school transcript.

▪ **Immigrants' Rights Project:**

The U visa is a form of immigration relief available to undocumented immigrants who have been victims of serious crime and are cooperative in the investigation of their perpetrators. An eligible applicant may receive a temporary visa that is valid for 4 years, employment authorization in the U.S., and access to certain public benefits. Three years after an individual receives his/her U visa, s/he may apply to become a legal permanent resident of the U.S. Volunteers would assist clients in obtaining U visas, as well as legal permanent resident status. In doing so, volunteers would gain experience in client interviewing, declaration drafting, and oral and written advocacy. Spanish language proficiency required. For more information regarding this opportunity, or to apply, please contact Gina Amato at [gamato@publiccounsel.org](mailto:gamato@publiccounsel.org). Please explain in your e-mail why you are interested in the particular work you wish to volunteer for. Also, please attach a copy of your resume, a writing sample, and your law school transcript.

▪ **Consumer Law Project:**

The Consumer Law Project (CLP) provides legal assistance and representation to victims of fraud who have experienced financial losses at the hands of unscrupulous individuals or businesses. Much of the work that CLP does involves mortgages and foreclosure. Volunteers will assist with intake and litigated cases by interviewing clients and witnesses; drafting research memoranda, demand letters and pleadings; propounding and responding to discovery; and engaging in various other litigation tasks. Under the supervision of experienced consumer law attorneys, volunteers will gain a wide range of practical legal skills, especially those necessary for a career as a litigator. Volunteers also will have the opportunity to conduct research on a variety of consumer-related issues and to engage in policy/legislative advocacy. Spanish-language ability preferred, but not required. For more information regarding this opportunity, or to apply, please contact Adelaide Anderson at [aanderson@publiccounsel.org](mailto:aanderson@publiccounsel.org). Please explain in your e-mail why you are interested in the particular work you wish to volunteer for. Also, please attach a copy of your resume, a writing sample, and your law school transcript.

▪ **Debtors' Assistance Project:**

Under the supervision of Public Counsel Debtors' Assistance Project (DAP) attorneys, volunteers will interview individuals at Public Counsel's Los Angeles Bankruptcy Self Help Desk who are contemplating filing for bankruptcy; provide counsel and advice to debtors before reaffirmation hearings at the Bankruptcy Court; and develop public speaking skills by conducting parts of Public Counsel's monthly bankruptcy clinic workshops, at which self-represented debtors learn how to prepare their own bankruptcy petitions.

Volunteers will have the opportunity to conduct research on bankruptcy and bankruptcy-related topics. Volunteers will have the opportunity to network with bankruptcy judges, attorneys from the Office of the United States Trustee, Chapter 7 trustees, practicing bankruptcy attorneys, and public interest attorneys.

Volunteers will interact directly with clients, many of whom are monolingual Spanish speakers. The ideal candidate, therefore, will speak Spanish and feel at ease doing in-person interviews. For more information regarding this opportunity, or to apply, please contact Maggie Bordeaux at [mbordeaux@publiccounsel.org](mailto:mbordeaux@publiccounsel.org). Please explain in your e-mail why you are interested in the particular work you wish to volunteer for. Also, please attach a copy of your resume, a writing sample, and your law school transcript.

▪ **Homelessness Prevention Law Project:**

▪ **Public Benefits Advocacy, Housing Rights and Consumer Protection Related Assistance:**

Public Counsel's Homelessness Prevention Law Project (HPLP) serves individuals that are at high risk of becoming chronically homeless. HPLP has provided pro bono representation before administrative agencies to over 20,000 homeless individuals and families to secure food, shelter, clothing, and other vital benefits. With families one of the fastest growing sub-groups of the homeless population, HPLP devotes a significant portion of its resources to providing direct services to individuals and at-risk families to enable them to access to public benefits (such as CalFresh/Foodstamps, General Relief, CalWORKS/TANF, and SSI/SSDI), transitional housing, and other essential benefits critical to the families' stability. HPLP seeks volunteers to assist with this public benefits advocacy by conducting client intakes and providing direct services at various government benefit offices.

In addition, HPLP protects housing through eviction defense work, provides consumer related assistance, such as debt relief and identity theft resolution, and collaborates with medical providers to address legal issues that impact health. Focused legal clinics are conducted in collaboration with partner nonprofits in parts of the County where families are at greater risk of homelessness. The volunteers will be trained to staff some of the legal clinics that Public Counsel maintains. While staffing the legal clinics, the volunteers will conduct intake interviews with clients, make preliminary assessment on the clients' issues, and where warranted, assist in the placement of these cases with pro bono attorneys. The volunteers will also conduct case follow up, including legal research as well as drafting of correspondence and legal documents, such as unlawful detainer answers, motions, and/or discovery (dependent on case availability). Excellent interpersonal skills a must. Good foundation in research and writing.

Valid driver's license or other means of transportation required. Proficiency in Spanish required. For more information regarding this opportunity, or to apply, please contact **Lucy Petrow (USC undergrad)**, at [lpetrow@publiccounsel.org](mailto:lpetrow@publiccounsel.org).

▪ **Eviction Defense:**

If you are more exclusively interested in eviction defense litigation, this is the opportunity for you. The volunteer will work as part of a highly synergistic team to help defend vulnerable tenants facing eviction in the courts. Everything from conducting client interviews, fact investigations, drafting pleadings and discovery, and accompanying staff attorneys to court is part of this unique training experience. Proficiency in Spanish required. For more information regarding this opportunity, or to apply, please contact Deepika Sharma at [dsharma@publiccounsel.org](mailto:dsharma@publiccounsel.org). Please explain in your e-mail why you are interested in the particular work you wish to volunteer for. Also, please attach a copy of your resume, a writing sample, and your law school transcript.

▪ **Children's Rights Project:**

The volunteer would work on the Children's Rights Project, splitting time between two subprojects – the Adoptions Project and the Education Rights Project.

▪ **Adoptions Project:**

Adoptions Project hours will be at the Adoptions Project Office at the Edelman Children's Courthouse at 201 Centre Plaza Drive, Monterey Park, CA 91754.

Public Counsel's Adoptions Project represents caregivers adopting children from the Los Angeles County foster care system. In addition to finalizing the adoption, Public Counsel helps families adopting children with special needs to access needed services and benefits, including health and mental health care, Independent Living Program Services, Regional Center Services, Medi-Cal, Adoption Assistance Program and Foster Care benefits.

The volunteer will work closely with staff in the Adoptions Project. Staff attorneys will provide training and supervision to the volunteer in carrying out his/her general responsibilities, which include the following:

- Conduct issues screening interviews with adopting parents. Identify issues and potential service deficits requiring advocacy.
- Prepare adoption cases for referral to pro bono attorneys, including developing a step-by-step case plan on issues that require follow up and suggesting options for advocacy.
- Under attorney supervision, work on adoption proceedings from start to finish. This includes completing and filing all necessary legal documents and assisting Public Counsel attorneys in advocating for needed services for children with special needs. Once California Bar certified, the volunteer could be the attorney of record on adoption cases.
- Conduct research and draft memoranda on areas of law impacting our clients.
- Assist in administering a Post Adoption Survey to former clients to help Public Counsel assess the needs of families following adoption as well as additional services that may be needed during the adoption process. The results of the study will be used to inform our practice and advocate for needed systemic reform.
- Create informational material for adopting parents and pro bono attorneys.
- Participate in court policy workgroups.

▪ **Education Rights Project:**

Education Rights Project hours will be at the Public Counsel main office at 10 S. Ardmore Ave., Los Angeles, CA 90005

The Education Rights team provides education advocacy for children and families with a special focus on youth in foster care and the delinquency system, and families in East and South Los Angeles, on a broad range of issues including: the failure to properly identify students with disabilities or to provide a free and appropriate public education under the Individuals with Disabilities in Education Act and Section 504 of the Rehabilitation Act; the application of inappropriate and disproportionate discipline; and the failure to provide appropriate instructional services to English Learners. Education Rights staff use a range of strategies, including litigation and administrative actions, policy advocacy, community education, and coalition building. Our team also conducts trainings for parents and service providers on education rights.

The volunteers will work with Education staff with their general responsibilities which include:

- Conduct monthly in-person intakes with families.
- Prepare cases for referral to pro bono attorneys.
- Review student and summarize documents to develop case plans.
- Represent families in district level meetings such as Individualized Education Program (“IEP”) team meetings.
- Represent families in administrative proceedings such as special education due process proceedings and school expulsion hearings.
- Conduct discovery, research facts and law, and draft documents for pending and anticipated impact litigation.

Spanish language proficiency strongly preferred, including the ability to conduct client interviews in Spanish and translate written material from English to Spanish. Experience working with children, child welfare issues, education issues, public benefits and client interviewing preferred but not required. Interested volunteers should submit a cover letter and resume to Karen Ullman at [kullman@publiccounsel.org](mailto:kullman@publiccounsel.org). Please explain in your e-mail why you are interested in the particular work you wish to volunteer for.

▪ **Education Rights Project:**

The Education Rights Project needs two volunteers. One who will focus on the LA School Pushout Reversal Project and one who will focus on our statewide “How to Fix School Discipline” advocacy.

The first project requires the following assistance: help develop self-sustaining pro bono community legal clinics to address DMV (Department of Motor Vehicles) driver’s license holds for outstanding juvenile tickets. The goal of the clinic work is to meet with clients who have the outstanding juvenile tickets and help the clients resolve the tickets through appropriate probation hearings. Public Counsel partners with several firms and community partners in this work and we have held roughly 10 community legal clinics in the last year to help young people with this burdensome legal obstacle. We are now committed to supporting our community-based organizations by creating partnerships with pro bono attorneys so that there are self-sustaining clinics. This project will also include legal research and coalition advocacy connected to the June 2012 closure of the Informal Juvenile Traffic Court. In working to set up the pro bono clinics, the volunteer will also have the opportunity to represent clients in Probation hearings and in Adult Traffic Court, provided he or she has passed the bar.

The second project requires the following: research, data analysis and advocacy as part of our Statewide Education Rights Project. The volunteer will help Sarah Omojola, an experienced Public Counsel Staff Attorney, in the technical assistance work Sarah does with public school districts and community coalitions working to transform school climate and discipline policies. In our partnership with community organizations and school districts, some of the work the volunteer will do includes: analysis of discipline data to determine trends and most urgent reform areas, drafting or reforming policies, and assisting community groups in preparing for Board meetings and community campaign meetings (presentations).

For more information regarding these opportunities, or to apply, please contact Ruth Cusick, at [rcusick@publiccounsel.org](mailto:rcusick@publiccounsel.org), if you are interested in the first project, or Sarah Omojola, at [somojola@publiccounsel.org](mailto:somojola@publiccounsel.org), if you are interested in the second project. Please explain in your e-mail why you are interested in the particular work you wish to volunteer for. Also, please attach a copy of your resume, a writing sample, and your law school transcript.

**Agency Contact:** see various contacts above

**Questions for PILF?** Email [uscpiilfprobono@gmail.com](mailto:uscpiilfprobono@gmail.com)

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## **WAGE JUSTICE CENTER**

[www.wagejustice.org](http://www.wagejustice.org)

**Description:** The Wage Justice Center fights for greater economic equality for California's working poor and economic justice for all workers. By developing and promoting innovative legal strategies, WJC helps workers collect their unpaid wages from employers.

**What Students Will Do:** Client intake and assisting attorneys in drafting legal papers. Volunteers may also have the opportunity to assist staff in public records searches, interviewing witnesses and investigating defendants.

**Agency Contact:** **Matthew Sirolly (USC Gould '05)**, [matthew@wagejustice.org](mailto:matthew@wagejustice.org)

**Questions for PILF?** Email [uscpiilfprobono@gmail.com](mailto:uscpiilfprobono@gmail.com)