



1200 Fifth Avenue, Suite 700 | Seattle, WA 98101

## King County Bar Association Pro Bono Service Department

**Volunteer Position:** Family Law Legal Intern/Extern

**Start Date:** Summer 2017, date to be arranged

**Reports To:** Judy Lin, Family Law Senior Managing Attorney

**Salary:** unpaid but willing to sponsor for academic credit

### **Program Description:**

The Family Law Programs of the King County Bar Association's Pro Bono Services promote family safety and equal access to the legal system by assisting domestic violence survivors, children at risk of abuse or neglect, and clients facing barriers to accessing the courts due to language, disability, and other factors. The Kinship Care Solutions program provides pro bono representation in nonparental custody actions, and the Self-Help Plus program provides pro se assistance in uncontested dissolutions and parenting plan actions.

### **General Duties:**

- Interview and screen clients for eligibility.
- Gather factual information regarding a case and assemble relevant documents for potential family law representation or pro se assistance.
- Draft legal pleadings.
- Assist clients with pro se filings and provide information about the family law process as needed.
- Maintain client records and files.

**Time Commitment:** The position is part-time (10-15 hours/week).

**Qualifications:** Second or third year law student, law school graduate, or certified paralegal. Experience working with survivors of domestic violence or other people in crisis is preferred. Bilingual Spanish is required. Must have a strong interest in family law.

**Benefits:** This position will provide experience in practical legal skills such as client interviewing, legal issue spotting, case development, and working with immigrant clients. In addition, the intern will learn substantive and procedural aspects to family law practice and exposure to immigration law. This position is unpaid but can be sponsored for academic credit if available through the student's school.

**Trainings:** Training is provided in the substantive legal areas relevant to the internship.

Supervision is provided by the Managing Attorneys of the Family Law programs.

**To Apply:**

Send resume and cover letter to:

King County Bar Association

Attn: Judy Lin

1200 Fifth Avenue, Suite 700

Seattle, WA 98101

or

Fax: 206.267.7099

or

Email: [JudyL@kcba.org](mailto:JudyL@kcba.org)