Volunteer Position: Family Law Legal Internship/Externship – Mentor Program

Start Date: Fall 2018 or Spring 2019

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 include the Family Law Mentor Program, the Self-Help Plus (SHP) Program, and the Kinship Care Solutions Project. These programs 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. This intern/extern position will work with the Family Law Mentor program which provides pro bono representation in contested dissolutions and parenting plan cases where children are at risk.

General Duties:
- Interview and screen clients for eligibility.
- Gather factual information regarding a case and assemble relevant documents for potential representation or pro se assistance.
- Conduct legal research and writing.
- Draft legal pleadings.
- Maintain client records and files.

Time Commitment: This volunteer position is a minimum of 10-12 hours/week during the school year, preferably for 3 months or more.

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, as well as fluency in Spanish or another non-English language is preferred.

Benefits: This position will provide experience in practical legal skills such as client interviewing, legal issue spotting, case development, and legal research and writing. In addition, the intern will learn substantive and procedural aspects to family law practice.
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 Mentor program.

**To Apply:**
Send resume and cover letter to:
King County Bar Association
Attn: Judy Lin
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Seattle, WA 98101
or
Fax: 206.267.7099
or
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