



44 Court Street, Suite 1206
Brooklyn, NY 11201
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Volunteer Description

Position Title: FLAG Volunteer
Days/Times: Tuesdays and Wednesdays from 2:30 to 3:30pm
Location: Kings County Supreme Court, Room 310

About Access Justice Brooklyn

Founded in 1990, the mission of Access Justice Brooklyn is to provide high-quality, pro bono legal services and community education to our neighbors in need. Using the collective talents of our dedicated staff and volunteers, we help ensure a more accessible legal system and equitable Brooklyn. We serve Brooklyn residents, borough-wide, who are living at or below 200% of the Federal Poverty Level and experiencing legal issues in any of our practice areas, which focus on advanced life planning; family stabilization, including custody, visitation, child and spousal support, Article 17A guardianship, and uncontested divorce; homeowner assistance, such as foreclosure intervention and prevention; Chapter 7 bankruptcy and consumer debt litigation and advocacy; and senior assistance. To address these diverse needs, we provide advice and counsel, brief services, and full legal representation, as applicable, as well as referrals for legal needs outside our scope of services. We also engage in community legal education in these areas, which aims at early intervention so Brooklynites can identify and seek help for legal problems as soon as they arise. Core to our approach is our pioneering pro bono model, which engages private attorneys and other volunteers to provide free legal assistance and community education throughout Brooklyn – allowing us to assist far more people than we could alone.

Position Overview

The Foreclosure Legal Assistance Group (FLAG) Program is a partnership between Brooklyn Law School (BLS) students, the BLS Public Service Law Center, Access Justice Brooklyn, and Kings County Supreme Court to assist homeowners in Kings County who are facing foreclosure. FLAG provides homeowners entangled in foreclosure litigation with essential information about New York's unique foreclosure process and helps them understand their rights and options.

Access Justice Brooklyn is seeking an experienced attorney volunteer to assist foreclosure litigants at the FLAG clinic. This would be a consistent, weekly commitment on either Tuesday or Wednesday afternoon from 2:30-3:30pm, or an estimated 2 hours per week accounting for associated travel to and from Kings County Supreme Court, where the program is located. Training will be provided by Access Justice Brooklyn attorneys who will also staff the program along with Brooklyn Law School students. This position would be appropriate for transactional attorneys, litigation attorneys, and Attorneys Emeritus interested in providing community support.

Key Responsibilities

- Conduct intakes with pro se litigants in foreclosure proceedings on behalf of Access Justice Brooklyn.
- Provide advice and brief services to Brooklyn residents who are proceeding pro se in foreclosure matters



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- Interface with pro se litigants before/after pre-settlement conferences and provide information about filing an answer
- Coordinate with Access Justice Brooklyn's Supervising Attorney regarding ancillary legal needs to ensure appropriate follow-up

Desired Qualifications:

- Admission to NYS Bar is required
- Experience litigating foreclosure cases in New York State and/or with transactional real estate and litigation is preferred
- Passion for social justice and pro bono
- Exceptional attention to detail
- Strong problem-solving, interpersonal, and oral and written communication skills
- Flexibility, creativity, and a sense of humor
- Ability to thrive in a fast-paced environment and prioritize while working under multiple deadlines
- Outgoing and professional demeanor for interacting with a wide range of individuals from different cultures and backgrounds
- Fluency in Spanish is helpful but not required

Compensation

This is an unpaid volunteer position.

Application Instructions

Please email your resume and cover letter to Jobs@accessjusticebk.org. Only qualified applicants will be contacted for an interview. No phone calls, please.

Access Justice Brooklyn is an equal opportunity employer. We actively recruit and seek to grow and maintain a diverse staff, including but not limited to race, ethnicity, and national origin; disability; socioeconomic background; and sexual orientation and gender identity.