

Legal Advocacy & Resource Center, Inc.
a special project of the Boston Bar Foundation with additional
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Rosa A. Previdi
Executive Director

HOTLINE ATTORNEY POSITION AVAILABLE

The Legal Advocacy and Resource Center, Inc. (LARC) is seeking a graduating law student on a deferral, with funding provided by their law firm as a Hotline Staff Attorney to help staff our free legal hotline. The LARC hotline is staffed by attorneys, paralegals and volunteers. The hotline serves Massachusetts residents and provides legal advice and referrals on a wide range of civil matters, including landlord/tenant, family law, consumer, bankruptcy, foreclosure, public benefits and disability issues. Most of the clients that LARC assists are low-income. For more information about LARC, please visit our website at www.larcma.org.

The Hotline Attorney will work directly with a large number of clients over the telephone providing immediate legal advice and counseling. Responsibilities include: screening calls for people seeking legal help and providing referrals to legal and other resources; providing advice and brief legal services to clients in a variety of poverty law areas; conducting detailed intake interviews for consideration by caseworkers at other programs; preparing and mailing advice letters and literature; updating hotline information and assisting with other related tasks in support of the hotline. The position may also involve periodic evening hours for community outreach, supervision of hotline staff and involvement in other program efforts.

Please submit resume and letter of application to Avada Douglas, Program Administrator, at 197 Friend Street, Boston, MA 02114 or email to LARCjobs@gbls.org. No phone calls please.