



## **Spring/Fall: New York Women's Bar Association Foundation Fellowship at Her Justice**

### **For New York University School of Law students Paid Fellowship, Spring and Fall**

Her Justice seeks a NYU Law student (JD or LLM) for the spring semester to serve as the *New York Women's Bar Association Foundation (NYWBAF) Fellow*. The position requires 10-20 hours per week. The fellowship is funded by the NYWBAF at a rate of \$2,000 per semester (paid in two installments). Our office is in lower Manhattan, but due to the COVID-19 pandemic, we are offering a virtual internship.

Since 1993, Her Justice has been dedicated to making a real and lasting difference in the lives of women living in poverty in New York City, many of whom are victims of gender-based violence, by offering them legal services designed to foster equal access to justice and an empowered approach to life. We provide free legal services and work towards systemic change in the areas of family, divorce, and immigration law. Our attorneys use a collaborative, client-centered and trauma-informed approach to provide our clients with legal services to address their urgent safety and financial needs. Informed by clients' experiences, Her Justice works to reform the civil justice system such that it produces the most favorable outcomes for women like our clients, through processes that are as equitable, empowering, and as efficient as possible.

#### **Position Responsibilities:**

The fellow will work under the supervision of Her Justice staff attorneys. Responsibilities will vary depending upon the applicant's interests and the program needs of Her Justice. The fellow will learn basic interviewing skills through client interviews and will also learn substantive family, matrimonial and immigration law.

Fellow may be asked to:

- Conduct client intakes and assist in case assessment

- Assist clients with securing non-litigated divorces or immigration status through VAWA self-petitions and U-Visa applications
- Draft responsive pleadings and motions
- Research legal issues and attend working group meetings
- Work with a litigating attorney on active cases in the Family and Supreme Courts and attend court appearances

### **Qualifications:**

- NYU School of Law student (J.D. or L.L.M.)
- Good interpersonal and strong organizational skills, self-starter and highly motivated
- Demonstrated interest in domestic violence issues or women's issues
- Knowledge of family, matrimonial and/or immigration law helpful but not required
- Ability to work collaboratively and independently
- Bilingual English/Spanish, Mandarin, Korean, Bengali, Arabic, Russian preferred

### **To Apply:**

Email your application to: [pilc.info@nyu.edu](mailto:pilc.info@nyu.edu). Applications are accepted throughout the year for the Fall and Spring terms but see deadlines below.

Only those candidates who are being considered for a position will be contacted.

Your application should include a cover letter with two references, resume and writing sample. Please specify "**New York Women's Bar Association Foundation**

**Fellowship**" in subject line of email **Incomplete applications will not be considered**. Only applicants being considered for the position will be contacted by Her Justice.

**Fall Application Deadline: March 30<sup>th</sup>**

**Spring Application Deadline: October 30<sup>th</sup>**