

EAST BAY COMMUNITY LAW CENTER

Justice Through Education and Advocacy Since 1988

Shartsis, Friese & Ginsburg 2nd Annual Public Interest Fellowship Fellow Job Description

General Description:

The East Bay Community Law Center (EBCLC) is a non-profit organization founded to provide high quality legal services to low-income clients and to provide educational opportunities to law students and community volunteers. EBCLC serves as a clinical placement for law students, primarily from Boalt Hall School of Law at U.C. Berkeley.

Through the generous support of the law firm of Shartsis, Friese & Ginsburg LLP, EBCLC seeks a one-year fellow, beginning September 1, 2005.

The SF&G Public Interest Fellow will provide all stages of direct legal assistance to clients timed out of CalWORKs (welfare) – with a particular emphasis on serving Southeast Asian clients with disabilities and language access needs. The Fellow will conduct:

- 1) In-depth client interviews, with translation provided by the Legal Language Access Project where necessary, to determine client needs and desires;
- 2) Intensive fact investigation, including the gathering of records regarding clients' mental health status;
- 3) Counseling to present clients the full range of legal options available to them;
- 4) Zealous representation on behalf of clients' interests with welfare case workers and before administrative law judges (including writs to Superior Court as necessary); and,
- 5) Legal outreach to the Southeast Asian Community, and work on policy initiatives necessary to address identified community issues.

Successful legal advocacy will exempt clients from the time limits and restore their aid. Referral to our community partners will link clients with necessary services, either to pursue more generous federal disability benefits if unable to work, or, if employable, to take advantage of job training and placement services with the long-term goal of self-sufficiency for clients and their families.

Minimum Experience:

Member of the California State Bar or sitting summer 2005. Desirable skills and experience include: a commitment to direct legal services to low-income clients; experience in public benefits assistance; ability to work effectively with a diverse range of groups, including low-income and minority clients, students, and service providers; good public speaking skills; flexibility to respond to changing community needs; and experience with policy advocacy. Bilingual skills, especially Vietnamese or Cambodian, highly desirable.

Application Process:

Applications will be accepted through Friday, April 22, 2005. Mail or fax a current resume, three references, a short writing sample and a cover letter to East Bay Community Law Center, SF&G Public Interest Fellowship Committee, 3130 Shattuck Avenue, Berkeley, CA 94705. EBCLC is an equal opportunity employer. People of color, women, sexual minorities and people with disabilities are strongly encouraged to apply.