

Law Students: Clerk with our Elder Law Attorneys, Make an Impact

Virginia Poverty Law Center offers law students rewarding Elder Law clerkships that provide an opportunity to develop legal skills and real-world experience serving Virginia's lower-income senior citizens.

The Virginia Poverty Law Center's Senior Legal Helpline Clerkship Program attracts bright and talented future attorneys. Our law clerkship program offers unpaid clerkships for 2L and 3L students, providing a unique opportunity to develop skills and real-world experience with a civil legal aid organization serving older adults.

This clerkship will provide practical, substantive, hands-on work experience assisting older adults in a legal aid capacity. It is an excellent opportunity for an individual to gain more experience in working directly with senior citizens, conducting primary interviews, summarizing facts for the staff attorney, and helping with legal research on an as-needed basis. Our Senior Legal Helpline provides advice on a wide variety of civil legal issues, which allows law clerks to gain experience in many areas of law and begin to identify their topic of interest.

Under the supervision and training of the Staff Attorney for the Senior Legal Helpline, the law clerk will have the following responsibilities and tasks:

- Conduct detailed intake interviews and report back to the Staff Attorney with information gathered
- Draft case memos for the Staff Attorney as well as volunteer attorneys and other legal aids accepting referrals from the helpline
- Provide support for clients by running public benefits checks and helping connect them with community organizations for non-legal issues.
- Research legal topics related to helpline cases.

Preferred Qualifications:

- Interest, and ideally experience, in the non-profit sector, legal aid, and poverty issues.
- Excellent writing, verbal, proofreading, editing, and professional phone and email communication.
- Flexible and self-motivated.
- Detail-oriented, with the ability to prioritize under deadlines.
- Language skills, especially in Spanish, Korean, Vietnamese, Chinese, or Arabic are a plus, but not required.
- Proficient in Microsoft Office products, specifically Word and Excel, and Internet search tools.

Law clerks can attend virtual staff meetings, virtual training opportunities, and work directly with clients. Law clerks also have the opportunity to observe follow-up calls with the Staff Attorney as well as help with other aspects of the case work. Senior Legal Helpline work does not include attending court or providing extended legal services, because the helpline is advice-only. **This position is remote.**

A minimum of 15 hours per week is requested, however law clerks may work more hours if their schedule permits. Clerkship hours are generally weekdays from 9am to 3pm, with flexibility available.

To Apply: Send cover letter, resume, a brief writing sample, and contact information for three references to: smorton@vplc.org. Please use "Elder Law Clerkship Application" in your subject line.

Deadlines:

Summer – For 2026 apply by May 15th Fall - August 1st Spring – January 7th

For more information about this clerkship, contact Sarah Morton, Staff Attorney - smorton@vplc.org

Virginia Poverty Law Center is an equal-opportunity employer.

Vision: Equal Opportunity and Justice for All Virginians

Mission: The Virginia Poverty Law Center (VPLC) breaks down system barriers that keep low-income Virginians in the cycle of poverty through advocacy, education, and litigation.

Overview. Since 1978, we have worked with legal aid programs, community organizations, and private attorneys throughout Virginia to provide assistance and training to attorneys, paralegals, clients, and other advocates. VPLC engages in litigation, education, and lobbying to obtain justice for low-income Virginians. VPLC operates in four centers:

The Center for Economic Justice focuses on affordable and fair housing, foreclosure prevention, consumer justice, barriers to employment, and affordable utility issues.

The Center for Family Advocacy focuses on family law, child welfare, and domestic and sexual violence.

The Center for Healthy Communities focuses on health care access, elder law, public benefits, and food security issues that low-income Virginians depend on to meet their basic and essential needs. This includes the Senior Legal Helpline.

The Center for Community Support focuses on education for lawyers and the public on poverty law issues. We produce and update resources to educate the public and provide legal tools to those people who cannot afford a lawyer and cannot get assistance from legal aid.



Learn more about our work at www.vplc.org

View our Annual Report at www.tinyurl.com/FY19AR

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