



## **Volunteers of Legal Service – Microenterprise Law Project** **Summer 2026 Internship**

### **Organizational Overview**

Since 1984, VOLS has partnered with New York City’s leading law firms and companies and community-based organizations to help close the access to justice gap for low-income New Yorkers. VOLS provides free, civil legal services to New Yorkers with limited resources, including older adults, veterans, small business owners, individuals entitled to public benefits, immigrant young people, mothers in prison or jail, children and families. Last year, VOLS assisted clients on more than 4,000 legal matters, and our services benefited over 6,400 New Yorkers. VOLS’ staff of 22, including 15 attorneys and law graduates, work with pro bono volunteers from over 80 law firms/companies to exponentially increase our impact. We collaborate with 150 community groups to ensure that our services are accessible and address local needs.

### **Project Overview**

The VOLS Microenterprise Project (“MEP”) helps existing and aspiring small business owners, microentrepreneurs, and nonprofit organizations access high-quality free legal services from our dedicated staff and our network of pro bono lawyers. For many New Yorkers, owning a small business is an effective path out of poverty and into financial stability and independence. MEP can assist with drafting contracts, reviewing corporate governance documents, entity selection and formation, protecting intellectual property, and advising on commercial leases. We partner with community and economic development organizations to connect with clients who would benefit from our legal assistance. We then help them identify their legal needs and create an action plan to address them. By providing our clients access to high caliber pro bono attorneys at our partner law firms/companies, we strive to level the playing field for small business owners who are otherwise unable to pay the high cost of hiring a lawyer.

### **Internship Description**

The intern will allow VOLS to expand our current capacity to help low-income New Yorkers, small business owners, microentrepreneurs, and nonprofit organizations access high-quality free legal services. The intern will: 1) conduct intakes for clients who need legal assistance; 2) follow-up with clients during the intake and review process; 3) provide counsel and advice to clients under attorney supervision; 4) help develop new and refine existing training materials for our volunteer attorneys; 5) assist with in-person clinics; and 6) help develop new and refine existing pro bono and public facing outreach materials.



### **Location, Vaccination, and In-Person Work Requirements**

VOLS Office is located at: 40 Worth, Street, Suite 829, New York, NY 10013.

This is a hybrid internship position. Interns will benefit from joining in person staff and team meetings, clinics, presentations, client meetings, and other in-person events and are expected to comply with any law school minimum on-site requirements.

All VOLS employees must be fully vaccinated against COVID-19, unless a medical or religious accommodation is approved.

### **Application Contact**

To apply, please email a cover letter and resume to [apply@volspobono.org](mailto:apply@volspobono.org) with the subject line: "Microenterprise Law Project Summer 2026 Internship." Applications will be reviewed on a rolling basis. Only applicants selected for an interview will be contacted.

### **Commitment to Inclusion**

VOLS is an equal opportunity employer. VOLS strives to build and maintain a workplace that embraces staff with different backgrounds, identities, and experiences. We welcome applicants from marginalized communities, including, but not limited to, those who identify as Black, Indigenous, people of color, women, queer, transgender, gender non-conforming, disabled, immigrants, veterans, people from low socio-economic backgrounds, and those directly impacted by the legal system. VOLS does not discriminate on the basis of race, ethnicity, nationality, creed, age, disability, sexual orientation, biological sex, gender identity/expression, family status, military service or any other status protected under the law.