

UNIVERSITY OF MASSACHUSETTS SCHOOL OF LAW: CAREER SERVICES OFFICE PRO BONO PROGRAM GUIDELINES

The Pro Bono Program seeks to develop students' commitments to pro bono work and to expose students to careers through which they can serve the public. Performing pro bono work is also a means for students to gain practical legal experience and build a professional network. The Career Services Office encourages students to perform their pro bono hours at organizations that fit with their individual interests and career goals.

Pro Bono Program Graduation Requirement:

The Pro Bono Program requires all students who have enrolled since August 2010 to complete at least 30 hours of pro bono work in order to graduate. **Students must obtain approval of their placements from Leslie Becker Wilson, the Director of the Career Services Office, and attend a Professionalism Workshop presented by the Career Services Office before starting to earn hours that count toward satisfying the Pro Bono Program.** A placement will satisfy the Pro Bono Program if it meets the following four criteria:

1. The student will be performing legal or law-related work;
2. The work will be performed under the supervision of a licensed attorney;
3. The attorney is performing the work either as public service (government agencies or offices), public interest (legal services and other nonprofits), or pro bono (law firms handling non-fee generating matters that the firm takes on a pro bono basis not expecting to receive payment for the services it provides); and
4. The student will not receive payment or academic credit for the work.

NOTE: Students may accrue their 30 hours over a period of months and from different organizations if they choose.

If the above criteria are met, students must submit to the Career Services Office the Pledge and Hour Log Form for their hours to count toward the Pro Bono Program. The student signs the Pledge portion and, once the student completes at least 30 hours of pro bono work or otherwise finishes a project, the student's supervisor must sign the completed Hour Log portion. Once the Career Services Office receives a completed Pledge and Hour Log Form we will contact the student's supervisor to verify the hours and, once verified, notify the LEC that the student has satisfied the Pro Bono Program graduation requirement. **If students choose to complete 50 or more hours the Career Services Office will verify these hours to assist with any subsequent application for admission to the bar of New York State.**

Pro Bono Program Resources To Find Placements:

Students can access specific opportunities that satisfy the Pro Bono Program on Symplicity by selecting 'Pro Bono' under the 'Position Type' field. Placements that satisfy the Pro Bono Program can also be found from a wide variety of other sources as well, including through the Volunteer Lawyers Project of the Boston Bar Association (<https://www.vlpnet.org/students/>) and i-Probono (<https://www.i-probono.com>). Placements can also be found through Probono.net's National Pro Bono Opportunities Guide (<https://www.probono.net/oppsguide/>) and the Massachusetts Bar Association's online "Pro Bono Opportunities Guide" (<http://massprobono.org/opportunities/>), both of which allow a student to search for placements by county and practice area by selecting 'Law Students' in the 'Opportunities For' field to see the relevant opportunities. Similarly students can search the Massachusetts Service Alliance's "Connect and Serve" website (<http://volunteer.truist.com/mass-service/volunteer>) for placements that seek volunteers with legal skills.

Keep in mind that government agencies and offices, including legislative bodies and courts, as well as legal service providers and other nonprofits, are excellent organizations at which volunteer opportunities exist that would likely satisfy the Pro Bono Program. For example, and the RI State Government Internship Program (<webserver.rilin.state.ri.us/internoffice/>) is an excellent resource. Similarly, traditional online job search resources geared toward public sector positions, including PSJD (www.psjd.org), the Government Honors and Internship Handbook (<http://arizonahandbooks.com/auth/login>), and the Department of Justice (www.justice.gov/legal-careers/) are useful resources for finding placements that may satisfy the Pro Bono Program.

Students are always welcome to visit the Career Services Office for additional guidance on securing acceptable pro bono placements. During the school year students can learn about specific opportunities that satisfy the Pro Bono Program at the Pro Bono Program Volunteer Fair, through the Summer On Campus Interviewing Program, as well as from announcements by law school staff and faculty of special projects. The Career Services Office recommends students attend the various Career Services Office programs offered throughout the year to network with the speakers and inquire about available placements within their organizations at the end of each event when time is set aside for one-on-one conversations.

Pro Bono Program Student Required Actions:

In order for their hours to count toward satisfying the Pro Bono Program students must do the following:

1. Secure a placement that satisfies the four above-listed criteria;
2. Obtain approval of the placement by contacting Leslie Becker Wilson at leslie.becker.wilson@umassd.edu;
3. Attend a Professionalism Workshop presented by the Career Services Office.
4. **Complete 30 hours of pro bono work between the completion of the first two semesters of law school and the end of the third month of the student's last semester of law school;** and
5. Submit the signed and completed Pledge and Hour Log Form to the Career Services Office.

Pro Bono Program Hours Beyond The 30 Required:

The law school will **recognize students who perform pro bono service that significantly exceeds the 30 hours required by giving the following awards** at the time of graduation: the "Servant of Justice Award" for performing 100 hours, and the "Leader for Justice Award" for performing 200 hours. Students may submit Hour Log Forms for hours performed at any time while enrolled at the law school in order to reach these milestones.

PRO BONO PROGRAM PLEDGE AND HOUR LOG FORM

Pro Bono Program Pledge:

I support the principle that all lawyers have a social and professional obligation to serve their communities through pro bono service as "citizen-lawyers". I also support the University of Massachusetts School of Law-Dartmouth's Pro Bono Program which aims to develop and strengthen students' commitments to pro bono work both while in law school and in their subsequent legal careers, as well as to provide vital legal services throughout the SouthCoast community, the Commonwealth of Massachusetts, and beyond.

Please Print Your Name: _____

Student's Signature: _____ Date: _____

Pro Bono Program Hour Log:

Student Name: _____ Graduation Month and Year: _____

Telephone Number: _____ Email: _____

Name of Organization Served: _____

Address of Organization Served: _____

Supervisor's Name and Title: _____

Telephone Number _____ Email: _____

Description of Project: _____

Pro Bono Hours Worked:	Date _____	Hours _____
	Date _____	Hours _____
	Date _____	Hours _____
	Date _____	Hours _____
	Date _____	Hours _____
	Date _____	Hours _____
	Date _____	Hours _____
	Date _____	Hours _____
	Date _____	Hours _____
	Date _____	Hours _____
	Date _____	Hours _____
	Date _____	Hours _____

TOTAL HOURS: _____

To be completed by supervisor*:

_____ (student) performed the above-described work.

Supervisor's Signature: _____ Date: _____

***NOTE: The Career Services Office will be contacting the student's supervisor by email to verify the hours.**