

VOLUNTEER OPPORTUNITY

MERIT Volunteer Lawyer

Mission: MERIT's mission is to help people explore, launch, and grow small businesses through training and support. The objective of the MERIT Volunteer Lawyer is to help MERIT deliver affordable legal services to MERIT entrepreneurs to increase the likelihood of business success.

Benefits: The MERIT Volunteer Lawyer will offer a tremendous service to the business community as affordable business legal services are not readily available. This problem hinders resource-strapped entrepreneurs to get the legal counsel they need to succeed. MERIT will extensively screen all clients before they meet with the volunteer lawyer and ensure they are prepared for the meeting. Moreover, MERIT will track the hours of the volunteer and will send documentation at the end of the year to the lawyer.

Job Responsibilities: There are two volunteer opportunities. First, the MERIT Volunteer Lawyer can present on important business legal topics to a group of MERIT graduates. Topics may include entity formation or writing contracts. Second, the volunteer can provide direct business legal service to MERIT clients on specific business issues in one hour increments on a reoccurring basis. The lawyer will be responsible for conducting their own conflict checks. MERIT will provide the necessary information in advance.

Location of Volunteer Position: Chemeketa Center for Business & Industry, 626 High St NE, Salem

Time Commitment: The time commitment needed of the MERIT Volunteer Lawyer will vary depending on the need of the organization and the availability of the volunteer. The minimum could be one hour per month not to exceed five hours per month. The volunteer position will be needed for an ongoing period of time.

Reporting Relationship: The MERIT Volunteer Lawyer will report to the director of MERIT through both verbal and email correspondence before and after the appointment or presentation.

Qualifications/Skills Required: Experience in the field of small business law. PLF coverage is required.

Training and Support Provided: MERIT will educate the volunteer about the organization. MERIT will also schedule all the presentations and advising sessions with the clients. If problems arise with clients, MERIT will handle the situation.

If you are interested, please contact Kristen Mozian at kmozian@chemeketa.edu or 503-399-5088.