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| **SEMESTER(S) OFFERED** | Two-year commitment (Fall + Spring both 2L and 3L year) |
| **CLINICAL COURSE COMPONENT** | Introduction to Advocacy: Civil Legal Aid Ethics, Theory, and Practice (2L Year)  Advanced Clinical Practice (3L Year) |
| **COURSE CREDITS** | 2L year: 3 classroom credits (2 fall + 1 spring)  3L year: 2 classroom credits (1 fall + 1 spring) |
| **ADDITION PRE-/CO-REQUISITES** | Evidence (students must enroll in a Fall Evidence course) |
| **CLINICAL CREDITS** | 8 each year (4 fall + 4 spring) |
| **LOCATION** | HLS |
| **REGISTRATION TYPE** | By Application (Due by March 31, 2023) |

**TYPES OF CASES/CLIENTS**

**Family**: The Bureau represents clients in a variety of family law matters, including divorce, paternity, custody, and guardianship cases. Family cases typically require making a number of court appearances (including trials), drafting motions and other pleadings, conducting and defending depositions, and dealing extensively with opposing counsel. Family cases frequently have a long life span, which tends to lead to close relationships with clients. The Bureau also helps young people secure a pathway to legal status in Special Immigrant Juvenile Status (SIJS) cases. Due to student interest and efforts, the Family practice has recently begun taking Family Defense cases. Family Defense cases involve representing families threatened by state intervention and surveillance from child welfare agencies like the Department of Children and Families (“DCF”), intervention which can often lead to parents losing custody of their children on a temporary or permanent basis. Family Defense work focuses on combating the systemic abuses and trauma inflicted by these agencies upon poor communities and Black and brown communities.

**Housing**: The Bureau represents tenants in public and private housing who are facing eviction or other forms of displacement. Most of our cases are in Housing Court where we represent the tenant and/or tenant association against the landlord. Often, we are working closely with community organizers not only to prevent displacement in individual cases but also to build the housing justice movement. In their litigation phase, housing cases tend to have a shorter, more structured lifespan than the average family case. Summary process (eviction) cases also involve several court appearances and many opportunities to draft motions and negotiate settlement agreements on behalf of clients. Housing students also sign up to attend Attorney for the Day on Thursday mornings, offering legal advice and limited representation to unrepresented individuals on that day. In addition, Housing students provide regular brief service and advice to tenants and low-income homeowners in the context of our community partner’s weekly tenant association meetings.

**Wage & Hour**: The Bureau represents employees who experience wage theft, usually when employers withhold wages, fail to pay overtime, or fail to pay minimum wage. Many of our clients are immigrants whose employers have taken advantage of their legal vulnerability. Wage & Hour (W&H) cases usually start with a demand letter to the employer, followed by negotiations. If the demand letter is ignored or unsuccessful, we often file a small claims lawsuit against the employer. Those lawsuits usually involve drafting motions and other pleadings, conducting and defending depositions, negotiating with opposing counsel, and making court appearances (including trials). Student counsel also work closely with community partners and attend regular meetings in communities hardest hit by wage theft.

**SKILLS**

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| Legal research and writing | Negotiation | Interviewing clients |
| Strategizing cases | Collaboration with partner organizations | Courtroom advocacy |
| Policy and advocacy work | Non-profit operations | Oral presentations |
| Community lawyering | Trial preparation | Administrative hearings |
| Community Education | Fact investigation |

**TYPICAL WORK SCHEDULE**

Oftentimes, HLAB is integrated into your daily schedule at HLS—while some students will intentionally schedule days where they have very few/no classes, a typical day at HLAB generally includes a mix of HLAB and non-HLAB obligations. This balance is reflected in the sample schedules below—while this is outlined as a single “day,” many days would look like a combination of these mornings/afternoons/evenings.

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| **Morning** | **Afternoon** | **Evening** |
| **9:15 - 10:00 am:** Draft agenda for case check-in  **10:00 - 11:00 am:** Case update & strategy meeting with clinical instructor  **11:00 am - 12:30 pm:** Draft motion for temporary orders for child custody case  **OR**  **9:15 – 1:00pm:** Go to court house in Boston for Attorney for the Day (representing clients in housing court day-of)  **OR**  **9:00-12:30**: Staff eviction clinic, providing limited assistance to tenants with their Answer and Discovery forms for eviction proceedings against them | **12:30 - 1:30 pm:** Practice Area Meeting  **1:45 - 3:15 pm:** Intro to Trial Advocacy (HLAB seminar)  **3:15 - 3:45 pm:** Respond to emails from opposing counsel, clients  **3:45 - 4:30 pm:** Have Zoom meeting with client to sketch out strategy for his upcoming Pre-Trial Conference  **OR**  **1:15-3:15:** Go to non-HLAB class  **3:30-4:30:** ICWA Working Group Meeting  **OR**  **1:30-2:30:** HLAB Board Meeting  **2:45-4:00:** Moot for court hearing with clinical instructor | **5:15 - 7:15 pm:** Go to community partner meetingat Chelsea Collaborative/ La Colaborativa or City Life Vida Urbana  **OR**  **6:30-7:30**: Attend community meeting via Zoom for Families Matter First |