**Job Description for Legal Department Volunteer**

IFHMB Legal Department seeks a fair housing and civil rights advocate to assist litigation attorney with real estate fraud, mortgage fraud, predatory lending and discriminatory targeting caseload.

You will be conducting ongoing case investigations and legal research, providing case analysis, and drafting correspondence, pleadings, discovery, motions and other legal documents.  You will also have the opportunity to attend court, depositions and mediations.  While this position is volunteer or school credit if you are a law student, it provides you with hands-on litigation and trial preparation skills.

Successful applicant must demonstrate an ability to work independently, have detailed knowledge of legal procedures, an ability to work on multiple projects and assignments simultaneously, good communication skills, and the discretion to maintain confidentiality of information to protect the privacy and rights of all clients.

If interested, please send resume, cover letter, and writing sample to Michael J. Flannery, Legal Services/ADR Supervisor at [mjflannery@ifhmb.com](mailto:mjflannery@ifhmb.com)