

California Western School of Law Community Law Project

Volunteer Interpreters Needed

for our IN PERSON
weekly legal clinics

Must be available to
volunteer weekly
during one of our LIVE
legal clinics

**Looking for a way
to give back?
Join our team:**

- Interested in networking with law students and attorneys?
- Are bilingual in Spanish and English? **OR Vietnamese and English?**
- Interested in learning more about the legal and social issues affecting low income residents?
- Looking for a dynamic environment where you can sharpen interpretation skills?

must be fully vaccinated



Hoover High School
Tuesdays: 11:30 a.m. to 3:00 p.m.
Start Date: August 18th 2026
End Date: December 15th 2026

Rosa Parks Elementary School
Fridays: 8:30 a.m. to 12:00 p.m.
Start Date: August 21st 2026
End Date: December 18th, 2026

Looking for individuals with weekly availability.

For more information contact Lizeth Cervantes at:
lcervantes@cwsf.edu



CALIFORNIA WESTERN SCHOOL OF LAW

Program: Community Law Project

Position: Volunteer Clinic Administrator / Interpreter

Summary Description: The Clinic Administrator serves as the first point of contact for Community Law Project (CLP) clients. Administrators serve as translators and interpreters. Potential candidates should be proficient in both the English and Spanish languages, as well as have the ability to recognize language miscommunication due to cultural differences. As a Clinic Administrator, you will have the opportunity to work together with volunteer attorneys, law students and low-income clients in a live clinic setting.

Qualifications:

- Looking for students that are pursuing an Associate's degree (or Associate's degree to transfer to a 4-year college).
- Spanish and English oral and written language proficiency;
- Basic computer skills;
- Strong organizational, communication and customer service skills and
- Significant understanding or willingness to learn about the legal and social issues affecting homeless and/or low-income clients.

Required Commitment:

- Weekly commitment for at least a four-month period;
- Availability to participate in a live legal clinic held in a location in San Diego on a weekly basis;
- Must be fully vaccinated;
- Available to participate in training session at start of program and additional times, as needed and
- Availability for monthly virtual check-in meetings.

Essential Functions and Specific Duties (including but not limited to):

- Greet and sign in clients;
- Interpret for Spanish speaking clients and translate materials;
- Manage setting up and taking down of clinic each session;
- Regularly assess clinic supplies and
- Data entry.