**Dear Prospective Volunteer:**

The NYS Courts Access to Justice Program is holding a training session for the Housing Court's Court Navigator Program

**TRAINING DATE & TIME:**

**FRIDAY, OCTOBER 2, 2015**

**1:30pm (Registration); 2:00pm - 5:00pm (Training)**

TRAINING LOCATION:
New York County Housing Court at 111 Centre Street, Manhattan, NY.

TRAINING COST & VOLUNTEER SERVICE:
**FREE**- in exchange for **30 hours** of volunteer service **between October 13, 2015 and January 29, 2016**: Monday-Friday: 9AM-1PM, except on the following dates: October 19-21, November 3, 11, 26, December 21 through January 1, 2016, and January 18, 2016.

**RSVP REQUIRED**: Send an e-mail to courtnavigator@nycourts.gov to register for the training with a copy of your resume.

All volunteers are mandated to participate in the training provided by the Honorable Fern A. Fisher, Deputy Chief Administrative Judge for New York City Courts and Director of the New York State Courts Access to Justice Program, and/or her staff.

Training topics include Housing Court Overview, Basics of Nonpayment Proceedings, Interviewing and Communication Skills, LawHelp and DIY computer programs. In exchange for this free training, prospective volunteers are required to volunteer a minimum of **30 hours** in the Resolution Part **between October 13, 2015 and January 29, 2016** and will receive an electronic copy of the program manual, and, upon request, a certificate of volunteer service upon completion of the training and volunteer hours.

Volunteers are given flexibility with their schedules and may volunteer time in blocks of time as follows:

Monday - Friday: 9:00 AM-1:00 PM in the NY (Manhattan), Kings (Brooklyn), Bronx, and Queens County Housing Courts. Each volunteer will be assigned to a Resolution Part of the Housing Court.

Best regards,

Yacine Barry-Wun, Esq.
Special Counsel for Housing Court Initiatives
NYS Courts Access to Justice Program

*The Court Navigator Program trains volunteers to provide in-court assistance to tenants and owners who are parties to nonpayment proceedings and are appearing without an attorney in the Housing Court, Resolution Part. (Nonpayment proceedings are cases in which an owner/landlord sues a tenant to collect alleged overdue rent). Join the Court Navigator Program. if you would like to:*

- *Help unrepresented litigants have a productive experience in Housing Court through an offering of non-legal support;*

- *Ensure unrepresented litigants are aware of all of the resources available to them, so that they may better advocate for themselves; and*

- *Provide unrepresented litigants with the confidence to discuss their claims or defenses before a court attorney or judge.*