



VOLUNTEER INFORMATION PACK

WHO WE ARE

The Trans Legal Clinic is the UK's first legal practice that specialises in the law as it intersects with gender identity. We support trans and non binary people with the complex legal processes surrounding their transition. We operate a social transition service that provides complex casework around name change, obtaining new identity documents and obtaining a gender recognition certificate alongside our traditional legal practice areas in discrimination, housing, public law and other areas of social welfare law, supported by our corporate partners at Clifford Chance.

WHO WE WORK WITH

Service Delivery

Clifford Chance LLP
Corporate Partnership



The Trans Legal Clinic is delivered in corporate partnership with Clifford Chance and we work closely with their pro bono team in all aspects of service delivery

Quality Advice

Advice UK
Member



The Trans Legal Clinic are members of Advice UK - the UK's national body for recognised providers of legal advice.

Quality Advice

CPD Accredited
Member



The Trans Legal Clinic is an accredited awarding body. Volunteers will receive nationally recognised qualification as a paralegal caseworker

Funding

King's College London
Funding & Training Partner



The Trans Legal Clinic is funded by the Kings Community Fund.

Leadership Roles

Clinic Operations Manager

Commitment: 1-6pm Saturdays

Supporting Clinic Leadership with the day to day operations of the clinic, this includes sending and responding to emails, managing relationships with the clinic's community and corporate and legal partners Eg. Clifford Chance, the Charity Commission, Kings College London Students Union, Kings Legal Clinic)

Finance and Administration Officer

Commitment: 1-6pm Saturdays

Responsible for identifying and applying for funding opportunities, maintaining clinic accounts and creating budgets for projects and events.

Social Media Team

Social Media Manager

Commitment: 1-6pm Saturdays

Leads the social media team for the clinic, creating social media content calendars, monitoring analytics developing and executing social media strategies for Instagram, TikTok and Twitter.

- include a social media portfolio

Communications/Content Officer

Commitment: 1-6pm Saturdays

Supporting the Social Media Manager to execute social media strategy, designing and creating content using Canva for LinkedIn and Instagram, creating TikTok content

- include a social media portfolio

How To Apply

Please send a CV (or portfolio) & covering letter detailing any relevant experience to

Info@TransLegalClinic.com

More information available at www.translegalclinic.com