



PENNSYLVANIANS  
FOR MODERN COURTS

Civic Education & Engagement ♦ Equal Access to Justice ♦ Judicial Modernization & Reform

Devised as a non-partisan, non-profit group dedicated to promoting judicial ethics, PMC has functioned as Pennsylvania's only "court watchdog" for over thirty years. Through our efforts to strengthen civic education and engagement, expand equal access to justice, and promote judicial modernization and reform, PMC works tirelessly to ensure that all Pennsylvanians can come to our courts for justice.

PMC's vision of improving the Pennsylvania judicial system includes strengthening civic education and engagement, expanding equal access to justice, and promoting judicial modernization and reform. We engage in a wide variety of initiatives to accomplish these goals; and are constantly developing new programming based on community feedback. During our long history, we have worked to improve language interpretation services for court users, to expand juror pools to ensure more racially diverse juries, to increase transparency in the judicial discipline system, and to improve court education for attorneys, journalists, and judges.

In addition to championing systemic reforms, we offer comprehensive direct services programming. In 2017, we launched PMC in the Community™ ("PMCC"), a three-part program designed to ensure that court users living in poverty are able to access our courts effectively. PMCC consists of three related programs, which enable us to constantly gather feedback and effect long-term change: PMC Shares™, a community outreach initiative that provides free legal workshops; PMC Watches™, a volunteer-run court monitoring program; and PMC Listens™, a 24-hour helpline that enables us to provide ongoing guidance while collecting data to inform our future advocacy. Critically, the program's three components are designed to influence one another, ensuring we are addressing communities' most urgent needs. For example, we responded to high eviction rates in Philadelphia and Allegheny County by developing specialized PMC Shares™ workshops for tenants and landlords involved in eviction proceedings. When workshop participants expressed concerns about the lack of transparency in bail proceedings, we partnered with the Philadelphia Bail Fund, and trained PMC Watches™ court monitor volunteers to observe and report on over 700 arraignments. In total, we have served nearly one thousand low-income court users since adopting this programming, and are currently poised for an exciting new period of growth.

PMC is currently seeking a Community Outreach and Engagement Fellow to play a leadership role in the expansion of PMC in the Community™ in the Philadelphia region, and develop new, technology-based methods of legal service delivery.

## **Community Outreach and Engagement Fellow Job Description**

The Community Outreach and Engagement Fellow will work closely with the Director of External Affairs and the Program Coordinator to increase PMC in the Community™'s impact in the Philadelphia region through both in-person and virtual outreach. We anticipate that the Fellow will assume a major leadership role in expanding existing programming, and developing new methods of delivering legal resources to underserved communities. We are committed to ensuring that the Fellow has a rewarding and enriching experience at PMC. As such, while we provide a high degree of mentorship and guidance, we will also collaborate with the Fellow to devise specific goals for the Fellowship period, and empower the Fellow to make strategic decisions about the course of the programming.

Specific duties and responsibilities may include the following:

- Coordinate outreach in targeted neighborhoods in the Philadelphia region, assessing community needs, and identifying possible coalition partners and existing advocacy groups
- Evaluate current community resources within these neighborhoods, and how PMC in the Community™ programming might supplement these resources
- Strengthen PMC's online and social media presence, engaging in virtual community outreach
- Draft PMC Shares™ legal workshop material that is both responsive to community needs, and complementary to current community resources
- Present PMC Shares™ workshops, with guidance from Director of External Affairs and pro bono attorney volunteers
- Engage in volunteer recruitment efforts to staff the PMC Watches™ court monitoring program and the PMC Listens™ helpline
- Research potential technology-driven methods of legal service delivery, such as webinars, social media platforms, podcasts, and web-based tools
- Conduct surveys to determine which technologies and/or platforms are most accessible and respected in the communities we serve
- Create strategic plan for developing and implementing these tools, ultimately expanding PMC in the Community™'s impact through new technological methods

### **Desired Skills and Qualifications**

The following skills and qualifications will help ensure the Fellow's success in this position:

- Strong commitment to social justice
- Interest in Pennsylvania's judicial system, including civil and criminal justice issues
- Self-motivated and able to work independently
- Ability to build and sustain relationships with diverse community stakeholders
- Willingness to collaborate with existing institutions, such as local judicial systems
- Strong written and verbal communication skills
- Familiarity and interest in technology and web-based platforms
- Flexibility and ability to adapt to a changing set of needs

### **Additional Information**

More information about PMC's organizational history and mission can be found on our website, <https://www.pmconline.org/>. Potential candidates with specific questions about the organization or this position are encouraged to contact Julia Jones at [jones@pmconline.org](mailto:jones@pmconline.org), or (347)426-6300.

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