



## Fellow Profile

**Name:** Henry Zhu  
**Hometown:** Hefei, China  
**Company:** Citigroup  
**School:** Indiana University  
**Major:** Finance & International Business  
**Hobbies:** Cooking, traveling, learning languages



### Why join ServiceCorps?

“Through the program, I hope to better understand the nonprofit sector so that later on, I can return to either the same organization or another organization in the nonprofit sector and utilize the skills I developed in the corporate sector to have a greater impact.”

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## Social Sector Partner Placement

**Placement Organization:** Her Justice  
**Location:** New York, NY  
**About Her Justice:** Her Justice engages the talent and resources of New York City's law firms, bringing together committed lawyers and determined women to secure life-changing results.  
**Fellow's Title:** Legal Assistant



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## The Challenge

As a legal aid nonprofit organization with a team of 12 attorneys, Her Justice needs professional, multilingual legal assistants to support its legal department in day-to-day operations and developing new projects.

1. Assist & support teams of family & matrimonial law and immigration attorneys
2. Conduct intake interviews to determine if client is an appropriate fit for Her Justice services
3. Assist immigration legal team with client management and other projects
4. Provide interpretation and other support as necessary to attorneys at Family Justice Centers
5. Take on individual uncontested matrimonial and immigration cases with attorneys' supervision

## ServiceCorps. Leadership For Good.

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## Outcome

Henry stepped in at a crucial time when the organization was transitioning to a new IT system and a previous legal assistant went on maternity leave, and he was able to maintain and expand Her Justice's ability to serve existing and new clients in family, matrimonial, and immigration law.

- **Attorney Support**
  - Managed clients for between 4-7 attorneys on a regular basis
  - Served as an interpreter for attorneys' Spanish- and Mandarin-speaking clients
- **Intake**
  - Conducted 5-10 intake interviews a week with prospective Her Justice clients
  - Created a manual for training future legal assistants and volunteers
- **Family Justice Center**
  - Met with clients on-site with attorneys multiple times a week
  - Provided interpretation services to attorneys on a regular basis
- **Individual Casework**
  - Prepared an uncontested matrimonial filing under the supervision of an attorney
  - Prepared multiple immigration filings (including I-751 Battered Spouse Waiver and I-485 adjustment of status applications) under attorneys' guidance

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## Testimonials: Hear from the Fellow & Social Sector Partner

*"Spending a year at Her Justice helped me learn how to multitask, work under pressure, and develop in a professional setting, while also expanding my perspective and helping me develop a stronger sense of empathy with and connection to the local community"*

- **Henry Zhu, Fellow, Class of 2017**

