

Volunteer Court Navigators – Pilot Program

Natrona County Court

The volunteer Court Navigator Program is a great opportunity for students and other volunteers to learn more about working in legal environments and the court, while also helping individuals who need assistance with their court cases. The Court Navigator Program may be eligible for internship credit and virtual assistance options are available.

Court Navigators do not give legal advice, so no legal experience is needed!



Volunteer Court Navigators will provide one-on-one assistance to court clients seeking basic assistance and information about the court and their court cases. These court clients will not have attorneys and will be navigating the court on their own as self-represented litigants (SRLs). Court Navigators may work in-person at the Natrona County Court, remotely via phone or Microsoft Teams, or a combination of both. Volunteers do not have to be located in Natrona County and no previous legal experience is needed. Court Navigators will receive training on information that can be provided to court clients. Court Navigators cannot provide legal or personal advice to court clients.



Key Responsibilities:

Volunteer Court Navigators will assist court clients with the following case types: **Divorce, Eviction, and Protection Orders.**

Duties include:

- Assisting court clients with navigating online forms and resources;
- Referring court clients to legal services and community resources;
- Assisting court clients with identifying the legal forms and documents they need to complete;
- Assisting court clients with organizing forms and paperwork needed for their case;
- Providing court clients with basic information about a form's content and providing plain language definitions for legal terms included in the forms;
- Providing basic information about the court process and referring to a developed script to provide a range of possible outcomes for a case; and
- Completing data tracking and reporting requirements for each case.

Skills and Qualifications:

- Strong interest in helping others;
- Ability to work with individuals in high stress situations;
- Ability to set and maintain clear professional boundaries;
- Good written and oral communication skills;
- Previous customer service experience preferred; and
- Some knowledge of courtroom processes is recommended, but not required.

Supervision and Training:

- Must complete up to 6 hours of online and in-person training;
- Must participate in 3 hours of court observation;
- Must attend one-hour monthly meetings via Microsoft Teams; and
- Will be officially supervised by staff of the Wyoming Judicial Branch.

Requirements:

- Must sign up for a four-month commitment;
- Must sign up for at least 6 hours of service per week (1-2 shifts).

For more information, contact:

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Volunteer Now!

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