



## **Staff Attorney - Lawyers Preventing and Ending Homelessness Project (PEHP)**

NLSLA provides free assistance to more than 160,000 individuals and families a year through innovative projects that expand access to justice and address the most critical needs of people living in poverty throughout Los Angeles. We are a community of people who see the law as a powerful tool to fight for individual rights and social change. Our work aims to unravel entrenched disparities that have resulted from longstanding injustice, systemic racism, and institutionalized inequality.

As such, we know that a diverse mix of minds, backgrounds and experiences enhance our vision. This value is embodied within the diversity of our community offerings and among the colleagues that help enliven our culture. Cultivating an inclusive work environment that values a range of talent and ideas is a top priority for us. We enthusiastically encourage candidates of all backgrounds and abilities to apply.

### **ABOUT THIS POSITION:**

The Attorney will be part of a dynamic holistic legal services team that focuses on removing legal barriers to housing. The team is made up of passionate advocates focused on serving the needs of people experiencing homelessness and those at imminent risk of homelessness in conjunction with a collaborative of community partners. This project serves community members across Los Angeles County, with an emphasis on the Antelope Valley, San Fernando Valley, and San Gabriel Valley. The attorney will have the opportunity to support community members in a variety of ways, including through housing litigation, expungements, and public benefits advocacy with various agencies.

In this role, you would report to the Associate Supervising Attorney and a career path may result in future opportunities as a Senior Attorney. This position is exempt.

### **THIS POSITION MAY BE RIGHT FOR YOU IF:**

- **YOU THRIVE IN A FAST-PACED ENVIRONMENT** and excel at moving through tasks and problem solving independently.
- **YOU DON'T SWEAT THE SMALL STUFF** and can maintain a positive attitude and goal-oriented focus in an ever-changing and sometimes ambiguous environment.
- **YOU KNOW THAT INTEGRITY MATTERS** and exhibit a strong adherence to ethical standards including, but not limited to, the ability to maintain confidentiality and fiduciary responsibility.
- **YOU COMMUNICATE WITH EMPATHY**, conveying complex legal concepts with empathy and clarity to clients who may have limited legal knowledge or language barriers.
- **YOU ARE DEPENDABLE** and thoroughly handle your responsibilities with a high level of precision and a noticeable commitment to productivity and meeting deadlines.

- YOU ARE A GOOD COMMUNICATOR that knows when to ask for help, how to contribute to the team, and how to receive feedback and apply it to your work performance.
- YOU HAVE STRONG INSTINCTS and can comfortably manage conflicting priorities with flexibility and a positive attitude.

#### WHAT YOU CAN EXPECT TO DO IN THIS ROLE:

- Provide holistic and comprehensive legal services in a broad range of legal practice areas that reflect the varied needs of our community members, including housing, re-entry, consumer, and public benefits.
- Representation of families and individuals that are at imminent risk of homelessness or experiencing homelessness, with a focus on housing litigation.
- Creating and conducting training for community partners and community members, Know Your Rights workshops, and staffing community outreach events.
- Responsibility for maintaining relationships with community partners by attending regular case management meetings.
- Travel to other NLSLA branch offices, courts, government agencies, shelters and community-based organizations throughout the Antelope Valley, San Fernando Valley, and San Gabriel Valley expected once remote operations are lifted.

#### HOW YOU CAN STAND OUT:

For this role, the ideal candidate has

- Worked in a legal aid law firm.
- Prior experience working with the unhoused population or poverty law.
- Two to five years of experience in housing law.
- Bilingual proficiency in Spanish, Armenian, Mandarin, Cantonese or another language spoken in poverty communities.

#### WHAT YOU'LL NEED ON DAY ONE:

- A JD from an accredited law school and active California State Bar license.
- A demonstrated passion and commitment to public interest law and prior experience assisting low-income individuals and client groups, with a sensitivity to those in crisis.
- Strong research and organizational skills.
- Ability to effectively communicate verbally and in writing.
- Well-developed analytical skills.
- Ability to work collaboratively and effectively in a fast-paced environment.
- Self-motivated with the ability to multi-task.
- Working knowledge of Microsoft Outlook, Word and Excel, business communication platforms, and web-based case management platforms.
- Passion for NLSLA's mission and demonstrated commitment to advocating for the legal rights of low-income individuals.
- Passion, empathy, and compassion for supporting people from different lived experiences.

## WHAT WE OFFER:

The salary range for this position is \$76,000-\$84,000.

Benefits include:

- 35-hour workweek with a hybrid schedule.
- 15 paid holidays per year
- 2 to 5 weeks of vacation per year depending on seniority.
- 12 days of sick leave per year.
- Medical, dental, and vision insurance; life and AD&D insurance; FSA; and EAP.
- A 403(b)-retirement plan with employer contributions.
- Monthly bilingual supplement.
- Lawyer student loan reimbursement assistance program.

Please [click here to apply](#). Please provide a cover letter, resume, and writing sample on the application.

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### **Equal Employment Opportunity Policy**

NLSLA is an equal opportunity employer. We will extend equal opportunity to all individuals without regard to race, color, religion, sex (including gender identity, gender expression, transgender status, sexual orientation, and pregnancy, including breastfeeding and related medical conditions), national origin, age, disability (physical or mental), genetic information (including family medical history), political affiliation, military status, or other non-merit-based factors or any other status protected under applicable federal, state or local laws. Consistent with these principles, NLSLA also provides reasonable accommodations to qualified employees and applicants with disabilities and for sincerely held religious beliefs, observances, and practices. All applicants and employees have the freedom to compete for employment and advancement opportunities, on a fair and equitable playing field.