



Neighborhood Legal Services  
of Los Angeles County

### **JOB ANNOUNCEMENT:**

Los Angeles LIBRE (Linking Immigrants and Workers to Benefits, Resources and Education)  
Collaborative Attorney  
March 2021

Join the Neighborhood Legal Services of Los Angeles County (NLSLA) and become part of an energetic team of advocates that provide a wide-range of legal services aimed to address issues that disproportionately impact the poor. These services include litigation, providing training and technical assistance, and community education.

Specifically, NLSLA is seeking an attorney to help spearhead an exciting new initiative called the LA LIBRE Collaborative. LIBRE is a budding project between legal services, promotores, community clinics and other organizations that educate and enroll people in CalFresh, Medi-Cal, and other economic assistance. We will strive to outreach to essential workers, immigrant families, and the newly employed, underutilizing public benefits and resources to which they are entitled because of fears surrounding the public charge rule, and other misunderstandings or knowledge gaps about receiving public benefits. This collaboration aims to seamlessly link individuals and families to benefit enrollment assistance, legal services and other resources within a closed-loop referral network, to maximize benefit enrollment and retention, helping to lift people out of poverty.

**Position:** Los Angeles LIBRE Collaborative Attorney, Temporary

**Availability:** Availability is Immediate.

**Salary:** Salary starting at \$60,000+ - commensurate with experience. Excellent benefits which include: choice of medical, dental, vision; life and disability insurance plans; 125 plan; 403(b), loan reimbursement, bilingual pay supplement, sick and vacation pay, and 13 employer-paid holidays.

**Duties and Responsibilities:** Collaborate with NLSLA partners and stakeholders to help launch the LA LIBRE Collaborative. This position will work closely with NLSLA attorneys who have subject matter expertise in public benefits and immigration, and also with other collaborative partners, including promotoras/outreach workers, benefit enrollment sites, and other community and government groups. The attorney will manage public benefits and immigration referrals received through the collaborative. As such, the attorney will carry a caseload focused on public benefits eligibility, with some emphasis on immigrant eligibility for benefits, and also take immigration cases (such as U or T-visa cases representing domestic violence or trafficking survivors), as time permits. Additionally, the attorney will engage in outreach and training for partners, as well as website and material development on behalf of the collaborative. The attorney will also have the opportunity to assist in data collection and analysis, as well as grant administration to support the collaborative.

Neighborhood Legal Services of Los Angeles County | [www.nlsla.org](http://www.nlsla.org) | Toll-Free Telephone: (800) 433-6251

**GLENDALE OFFICE**  
Administrative Offices  
1104 E. Chevy Chase Dr.  
Glendale, CA 91205

**EL MONTE OFFICE**  
3629 Santa Anita Ave.  
#109  
El Monte, CA 91731

**PACOIMA OFFICE**  
13327 Van Nuys Blvd.  
Pacoima, CA 91331

**WELLNESS CENTER**  
Historic General Hospital  
1200 N. State St., #1008  
Los Angeles, CA 90033

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LEGAL SERVICES CORPORATION

**Qualifications:** A minimum of two years' experience preferred, preferably including direct client services and some community-based work. Takes initiative, manages time efficiently and is able to work independently. Strong verbal, written and interpersonal communication skills. Outgoing personality with the ability to meet and communicate with individuals from a broad range of ethnic and socio-economic groups. Ability to travel and transport materials to off-site events in Los Angeles County. Flexibility in working some weekends and evenings. Proficiency in Spanish preferred.

**About NLSLA:** Founded in 1965 as part of our nation's War on Poverty, NLSLA is now one of the largest and most prominent public interest law firms in California. NLSLA provides free assistance to more than 150,000 low-income residents of Los Angeles County each year. Its operating budget for 2020 will reach \$22 million, with a staff of more than 160, including 80 attorneys.

NLSLA serves all of Los Angeles County with a special emphasis on the poverty communities of the San Fernando, San Gabriel, Pomona and Antelope Valleys, as well as the central county cities of Glendale, Burbank and Pasadena. NLSLA staff members are housed in four regional offices located in Pacoima, El Monte, Boyle Heights, and Glendale - where the program's administrative offices are also located. In addition, NLSLA advocates are co-located in courthouses in Van Nuys, Lancaster, Chatsworth, Pomona and Downtown LA; Hospitals and health centers in Sylmar, Van Nuys, North Hollywood and El Monte; and with social services providers in the Antelope Valley.

Advocates specialize in areas of the law that disproportionately impact the poor, including affordable housing and eviction defense, access to public benefits, support for domestic violence victims, access to healthcare, worker and consumer rights, as well as employment and training. NLSLA is particularly known for its innovative programs and collaborative models for delivering services across the County. Among those are the NLSLA Health Consumer Center (HCC) and Medical Legal Community Partnership projects ensuring that everyone receives the health care they need; Shriver Housing - LA providing right to counsel for evictions; Self-Help Legal Access Centers assisting the un-represented with domestic violence, family law and eviction cases in nine courthouses; Preventing and Ending Homelessness Project (PEHP) providing legal help to the homeless in Antelope, San Fernando and San Gabriel Valleys; and Disaster Legal Assistance providing support and help to low-income disaster survivors.

**To apply:** Forward resume and cover letter to (no phone calls):

**Applicants should send a cover letter, resume, and writing sample to:**

Elizabeth Brown, Director of Human Resources  
Neighborhood Legal Services of Los Angeles County  
1102 E. Chevy Chase Drive  
Glendale, CA 91205  
Fax: (818) 291-1790 E-mail: [employment@nlsla.org](mailto:employment@nlsla.org)

**NLSLA is committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions at NLSLA are based on organizational needs, job requirements and individual qualifications, without regard to age, race, color, religion or belief, sex, sexual orientation, gender identity, national origin, veteran, disability status, family or parental status, or any other status protected by federal and CA state laws. NLSLA will not tolerate discrimination or harassment based on any of these characteristics.**