



Neighborhood Legal Services  
of Los Angeles County

## **JOB ANNOUNCEMENT:**

Housing Staff Attorney  
Lawyers Preventing and Ending Homelessness Project (PEHP)  
December 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.

NLSLA is seeking an attorney who will be part of a team of advocates focused on serving the needs of people experiencing homelessness and those at-risk of homelessness in conjunction with a collaborative of community partners. The ideal candidate will have 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. The candidate must have a demonstrated passion and commitment to low-income tenants at risk of homelessness and individuals experiencing homelessness. The candidate will be an attorney who can excel in a fast-paced environment. The ideal candidate must possess strong research and organizational skills; the ability to effectively communicate verbally and in writing; and well-developed analytical skills. The candidate should be self-motivated with the ability to multi-task. Bilingual proficiency in Spanish, Armenian, Mandarin, Cantonese or another language spoken in poverty communities is strongly preferred.

**Position:** Housing Staff Attorney – Lawyers Preventing and Ending Homelessness Project (PEHP)

**Availability:** Availability is Immediate.

**Salary:** Salary starts at \$68,000, 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 14 employer-paid holidays.

**Duties and Responsibilities:**

- Representation of families and individuals that are at-risk of homelessness or experiencing homelessness, with a focus on housing litigation.
- Manage a caseload commensurate with experience.
- Maintain expertise on a range of housing issues affecting low-income individuals; provide outreach and education to homelessness service providers.
- Provide holistic and comprehensive legal services in a broad range of legal practice areas, including housing, re-entry, and public benefits.
- Creating and conducting trainings 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.

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. Chey 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

- Regular 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.

### Qualifications:

Must be licensed and eligible to practice law in California. Prior experience in housing or other poverty law is helpful. 2-5 years of housing experience preferred. Prior experience working with the unhoused population or poverty law is helpful.

COVID-19 vaccination is required, which is a condition of employment. Reasonable accommodations will be considered. If you need assistance and/or a reasonable accommodation due to a disability during the application or the recruiting process, please send a request via email to [employment@nlsla.org](mailto:employment@nlsla.org)

### About NLSLA:

Neighborhood Legal Services of Los Angeles County (NLSLA) is a steadfast advocate for individuals, families, and communities throughout Los Angeles County. Through a combination of direct representation, impact litigation, policy advocacy, and community education, NLSLA works to reduce the effects of poverty in Los Angeles' low-income communities, support the development of opportunities for individuals and families to move themselves out of poverty, and protect and enforce the legal rights of poor people by ensuring access to our health and justice systems.

Founded in 1965 as part of our nation's War on Poverty, NLSLA is now one of the largest and most comprehensive public interest law firms in California, with a staff of 160+, including 75+ attorneys. NLSLA staff are based in four program offices (Glendale, Pacoima, El Monte and Boyle Heights), courthouses and healthcare centers throughout Los Angeles County. The program's operating budget for 2022 is projected to surpass \$23 million.

Each year NLSLA provides free legal assistance to more than 100,000 individuals through innovative projects that expand access to justice. NLSLA attorneys specialize in areas of the law that disproportionately impact low-income people, including affordable housing and eviction defense, access to public benefits, support for domestic violence victims, access to healthcare, worker and consumer rights, services for justice involved adults and youth, education rights, and employment and training.

### To apply:

Forward cover letter, resume, and writing sample to (no phone calls):

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

Lambreni Waddell, Chief of Staff & Interim 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. NLSLA provides equal benefits to employees with spouses and its employees with domestic partners.**