



Neighborhood Legal Services  
of Los Angeles County

**JOB ANNOUNCEMENT:**  
Supervising Attorney, Family Law and Immigration Team  
August 2022

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 a Supervising Attorney to lead its Family Law and Immigration Team, comprised of lawyers, paralegals and a legal secretary. The ideal candidate must have a demonstrated passion and commitment to working with survivors of domestic violence or other similar client populations with a sensitivity to those in crisis. The Supervising Attorney will lead, mentor and support the team in its advocacy, including direct services, systemic advocacy, and community education.

**Position:** Supervising Attorney, Family Law and Immigration Team

**Availability:** Availability is Immediate.

**Salary:** Salary starting at \$95,000+ - commensurate with experience. Excellent benefits which include: choice of medical, dental, vision; life and disability insurance plans; 125 plan; 403(b) with employer contribution, loan reimbursement, bilingual pay supplement, sick and vacation pay, and 14 employer-paid holidays.

**Duties and Responsibilities:** Supervising Attorney will function as a member of NLSLA's Leadership Team and contribute to the coordination of services in carrying out the mission of the organization. The Supervising Attorney oversees all aspects of the Family Law and Immigration Team, including professional development of the team members, managing grants and projects, coordinating program-wide advocacy efforts, partnering with various stakeholders and more. Frequent travel throughout Los Angeles County is required.

**Qualifications:**

- Attorney licensed to practice law in California with a minimum of five years' experience in either immigration law or family law
- Experience handling administrative hearings, court hearings and trials
- Experience or demonstrated ability to supervise and mentor a team of attorneys and paralegals
- Demonstrated passion and commitment to public interest law and prior experience serving low-income individuals
- Experience working with individuals in crisis and/or survivors of domestic violence.
- Demonstrated ability to create and maintain community partnerships
- Research and analytical skills; effective communicator
- Organizational skills and ability to oversee multiple projects

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

**A PROJECT FUNDED BY**  
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LEGAL SERVICES CORPORATION

- Bilingual proficiency in Spanish is strongly preferred
- COVID-19 vaccination is required, which is a condition of employment. Reasonable accommodations will be considered

### About NLSLA:

Founded in 1965 as part of our nation's War on Poverty, Neighborhood Legal Services of Los Angeles County (NLSLA) is now one of the largest and most prominent public interest law firms in California. NLSLA provides free assistance to more than 115,000 low-income residents of Los Angeles County each year. The NLSLA staff of 180, including 80 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, clean slate initiatives, and employment and training.

Through a combination of individual representation, high impact litigation, and public policy advocacy, NLSLA's advocacy combats the immediate and long-persisting effects of poverty and expands access to health, opportunity and justice. 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. In addition, NLSLA advocates are co-located in courthouses in Van Nuys, Lancaster, Chatsworth, Pomona, Pasadena, 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.

### To apply:

Forward resume and cover letter 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.**