



Neighborhood Legal Services  
of Los Angeles County

## **JOB ANNOUNCEMENT:** Post Graduate Fellow- Stay Housed LA Project

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 low income communities. These services include litigation, providing training and technical assistance, and community education.

NLSLA is seeking current 3Ls and recent law school graduates to join our eviction defense team, which is tasked with addressing the housing crisis in Los Angeles through the implementation of a county-wide right to counsel program. The Post Graduate Fellow will defend tenants against eviction in cases filed in the Stanley Mosk, Chatsworth, Van Nuys, Pasadena and West Covina courthouses. The Fellow will work directly with clients and engage in all stages of litigation, including pleadings, discovery, motions, hearings, settlement, administrative hearings, and trial. Other duties may include operating weekly “know your rights” clinics for tenants, preparing educational materials, participating in community events, and collaborating with pro bono partners.

- Position:** Stay Housed LA Post Graduate Fellow (2-Year Fellowship with Option to Continue)
- Availability:** Availability is Immediate.
- Salary:** Salary \$64,480.00. Excellent Benefits which include: choice of medical, dental, vision; life and disability insurance plans; flexible spending account (FSA) 125 plan; 403(b), bilingual pay supplement, loan reimbursement, sick and vacation pay, and 14 employer-paid holidays.
- Duties and Responsibilities:** Post Graduate Fellows will assist with defending tenants against eviction in all stages of litigation. Responsibilities include interviewing and counseling clients affected by housing issues, participating in clinics and other community outreach projects, working on policy issues relating to eviction and/or housing, and representing subsidized housing clients in administrative hearings and writs. Fellows may be required to travel to NLSLA branch offices, courts, government agencies, shelters and community-based organizations throughout Los Angeles County.
- Qualifications:** Candidates must be awaiting results for the February 2023 California Bar Exam, or planning to take the California Bar Exam in July 2023. The ideal candidate will have a demonstrated commitment to tenants’ rights, social justice, and/or public interest law. Candidates should possess strong oral/written communication skills coupled with an ability to employ patience and sensitivity when working with people in crisis. Candidates should excel at working collaboratively and effectively in a fast-paced environment. Bilingual proficiency in Spanish, Armenian, Chinese, or other languages commonly spoken in NLSLA’s service area is strongly preferred.

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

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:**

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

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.**