



Neighborhood Legal Services  
of Los Angeles County

## **JOB ANNOUNCEMENT: Staff Attorney – Antelope Valley D.O.O.R.S. Reentry Program May 2023**

Join Neighborhood Legal Services of Los Angeles County (NLSLA) and become part of an energetic team of advocates that provides a wide range of legal services aimed to address issues that disproportionately impact low-income communities. NLSLA's advocacy and support for the communities we serve includes direct services, litigation, self-help/pro per support, policy advocacy, technical assistance to other providers, and community education.

**NLSLA is seeking a Staff Attorney for its Clean Slate Initiatives (CSI) team.** The CSI team consists of a passionate group of advocates working to disrupt systemic racism and generational trauma through removing legal barriers presented by the presence of a criminal record. **As part of a new and exciting project, the Attorney will play a vital role in launching a community reentry center project based in the Antelope Valley, a historically underserved region of Los Angeles County.** The Attorney will be trained in and expected to maintain expertise on a range of legal issues affecting system-impacted individuals, including expungement, arrest sealing, early termination of supervision, Fair Chance housing and employment denials, and other legal issues such as housing, public benefits, immigration, and family law. Ability to work collaboratively in a team setting, perform client interviews with patience and sensitivity, and manage an active caseload is required.

**This position will start on a fully remote schedule for the first six months, with occasional travel to Lancaster, CA (no more than 1-2 times per month).** After six months, it is expected that the individual would either end their temporary employment term with NLSLA, or remain on the project long-term through adopting a hybrid schedule (3 days per week in Lancaster office, 2 days remote) until the official AV D.O.O.R.S. reentry center opens in Spring 2024 (once the AV DOORS center opens, the position is expected to become 5 days/week onsite). We are currently accepting applicants that fall into one of three categories:

- 1) Candidates outside of the Antelope Valley who wish to apply for a temporary remote attorney position, with occasional travel to the region (up to six months of employment),
- 2) Candidates outside of the Antelope Valley who plan to relocate to the region sometime during the initial six-month period, with the goal of remaining on the project long-term, or,
- 3) Candidates that currently reside in the Antelope Valley and are interested in long-term employment.

**Position:** Staff Attorney  
Remote work, with occasional travel to the Antelope Valley (Lancaster, CA)

**Availability:** Availability is Immediate.

**Salary:** Salary range \$76,000- \$84,000- commensurate with experience. Excellent Benefits which include: choice of medical, dental, vision; life and disability insurance plans; flexible spending account (FSA) 125 plan; 403(b) with employer contribution, loan reimbursement, bilingual pay supplement, sick and vacation pay, and 14 employer-paid holidays.

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**  
  
LEGAL SERVICES CORPORATION

## Duties and Responsibilities:

The Attorney is expected to develop expertise in substantive legal areas impacting the reentry population, including: criminal record clearing, housing and employment denials related to background check issues, professional licensing denials/revocations/appeals, housing/eviction defense, public benefits, immigration, and family law. Existing experience under any one of these areas is strongly preferred.

Under the guidance of the CSI Supervising Attorney, the staff attorney will:

- Play an active role in the implementation of legal services through the AV D.O.O.R.S. reentry center;
- Collaborate on service delivery alongside other AV D.O.O.R.S. providers, including mental health agencies, probation/parole, and organizations providing housing and employment support;
- Provide direct client services in the areas outlined above;
- Provide substantive legal support/oversight to the AV D.O.O.R.S. Paralegal;
- Participate in reporting efforts to track data and outcomes obtained through the AV D.O.O.R.S. project;
- Conduct legal workshops three times per month on a range of legal issues;
- Maintain an active caseload composed of direct partner referrals and community walk-ins. Advocacy may include informal, administrative, litigation and/or policy work in a wide variety of substantive legal issues that act as barriers to successful reentry.

## Qualifications:

The Attorney must be licensed to practice in California and be in good standing with the State Bar of California. Prior public interest legal experience is preferred, but not required. Such experience may include non-attorney legal work (i.e. pre-licensure), such as paralegal/legal assistance work, and/or law student internships. **Recent law graduates are welcome to apply!**

The ideal candidate will be a skillful, self-motivated attorney who excels in a high-volume, dynamic anti-poverty law practice and is capable of fiercely advocating on behalf of NLSLA clients in multiple forums. They will have a demonstrated passion and commitment to public interest law and prior experience serving low-income individuals and client groups, with a sensitivity to those in crisis.

Excellent writing, research, and organizational skills, and the ability to communicate and collaborate effectively with clients, community partners, and the public are essential.

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-parting 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.**