



## **Staff Attorney- Bridget to Self-Help (B2SH)**

NLSLA provides free assistance to more than 160,000 individuals and families a year through innovative projects that expand access to justice and address the most critical needs of people living in poverty throughout Los Angeles. We are a community of people who see the law as a powerful tool to fight for individual rights and social change. Our work aims to unravel entrenched disparities that have resulted from longstanding injustice, systemic racism, and institutionalized inequality.

As such, we know that a diverse mix of minds, backgrounds and experiences enhance our vision. This value is embodied within the diversity of our community offerings and among the colleagues that help enliven our culture. Cultivating an inclusive work environment that values a range of talent and ideas is a top priority for us. We enthusiastically encourage candidates of all backgrounds and abilities to apply.

### **ABOUT THIS POSITION:**

The Attorney will coordinate and deliver self-help legal services to patients referred through NLSLA's MLCP-LA partnership with DHS and other providers. Services will be offered remotely and may be in-person, focusing on DHS' Mid-Valley and El Monte Comprehensive Health Centers.

In this role, you would report to the Associate Supervising Attorney and a career path may result in future opportunities as a Senior Attorney. This position is exempt and temporary.

### **THIS POSITION MAY BE RIGHT FOR YOU IF:**

- **YOU THRIVE IN A FAST-PACED ENVIRONMENT** and excel at moving through tasks and problem solving independently.
- **YOU DON'T SWEAT THE SMALL STUFF** and can maintain a positive attitude and goal-oriented focus in an ever-changing and sometimes ambiguous environment.
- **YOU KNOW THAT INTEGRITY MATTERS** and exhibit a strong adherence to ethical standards including, but not limited to, the ability to maintain confidentiality and fiduciary responsibility.
- **YOU STAY ON TOP OF IT** with superior time management and organizational skills that allow you to consistently meet your deadlines and performance goals while balancing competing priorities.
- **YOU ARE DEPENDABLE** and thoroughly handle your responsibilities with a high level of precision and a noticeable commitment to productivity and meeting deadlines.
- **YOU ARE A GOOD COMMUNICATOR** that knows when to ask for help, how to contribute to the team, and how to receive feedback and apply it to your work performance.
- **YOU HAVE STRONG INSTINCTS** and can comfortably manage conflicting priorities with flexibility and a positive attitude.

## **WHAT YOU CAN EXPECT TO DO IN THIS ROLE:**

Staff Attorney is expected to develop legal expertise in the substantive legal areas impacting the social determinants of health including: housing, family law, and more.

Under the guidance of a supervisor, the staff attorney will:

- Play an active role in the delivery and implementation of legal self-help services for MLCP-LA referrals to the project.
- Collaborate with MLCP and DHS clinical staff, and other staff through ongoing engagement, case reviews and other meetings.
- Provide remote and in-person self-help client services, technical assistance to DHS Staff, and training for patients and healthcare providers.
- Provide substantive self-help support to project paralegals and MLCP team.
- Participate in reporting and evaluation efforts to track data and outcomes obtained through Bridge to Self-Help.
- Maintain an active workload composed of self-help assistance and technical assistance requests. Work collaboratively with entire self-help team, both in Court and remote team.

## **HOW YOU CAN STAND OUT:**

For this role, the ideal candidate has

- Worked in a legal aid law firm.

## **WHAT YOU'LL NEED ON DAY ONE:**

- JD from an accredited law school and active California State Bar license.
- Working knowledge of Microsoft Outlook, Word and Excel, business communication platforms, and web-based case management platforms.
- Passion for NLSLA mission and demonstrated commitment to advocating for the legal rights of low-income individuals.
- Passion, empathy, and compassion for supporting people from different lived experiences.

## **WHAT WE OFFER:**

The salary range for this position is \$78,000-\$86,000.

Benefits include:

- 35-hour workweek with a hybrid schedule.
- 15 paid holidays per year
- 2 to 5 weeks of vacation per year depending on seniority.
- 12 days of sick leave per year.
- Medical, dental, and vision insurance; life and AD&D insurance; FSA; and EAP.
- A 403(b)-retirement plan.
- Monthly bilingual supplement.
- Lawyer student loan reimbursement assistance program.

Please [click here to apply](#). Please provide a cover letter, resume, and writing sample on the application.

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### **Equal Employment Opportunity Policy**

NLSLA is committed to provide a work environment that respects the dignity and worth of each individual and is free from all forms of employment discrimination based on each and every characteristic protected under the law and beyond.

Decisions related to hiring, compensating, training, evaluating performance, promoting, or terminating are made fairly, and are based on job-related qualities and abilities. We provide equal employment opportunities to all qualified candidates and employees. We examine our unconscious biases and take responsibility for always striving to create an inclusive environment that makes every employee and candidate feel welcome.

We further expect every member of the NLSLA community to do their part to cultivate and maintain an environment where everyone has the opportunity to feel included, and is afforded the respect and dignity they deserve.

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### **NLSLA Commitment to Diversity, Equity, Inclusion**

NLSLA believes that racial healing and addressing inequities related to disability, religion, sexual orientation, class structures, gender, and race, are fundamental to expanding access to health, opportunity, and justice across diverse communities.

We are committed to fostering a culture of inclusion and belonging within our organization and the communities we serve. We achieve this through:

- **Continuous Learning:** Cultivating cultural competency and humility among staff through ongoing training, open dialogue, and self-reflection.
- **Equitable Practices:** Regularly reviewing and revising policies, procedures, and decision-making processes to ensure fairness and access for all.
- **Strategic Resource Allocation:** Directing resources towards initiatives that empower diverse communities and dismantle systemic barriers.
- **Meaningful Community Engagement:** Partnering with the communities we serve to co-create solutions and foster trust.
- **A Respectful Workplace:** Providing a work environment free from discrimination and where every individual is valued, heard, and respected for their unique contributions.