



Staff Attorney- Disaster Assistance Project (DAP)

Change Lives and Transform Communities – Join Our Disaster Assistance Project Team!

Neighborhood Legal Services of Los Angeles County (NLSLA) provides free assistance to over 160,000 individuals and families each year through innovative projects that expand access to justice. We see the law as a powerful tool for social change and we're looking for passionate individuals to help us fight for justice.

We value diverse perspectives and experiences, and we believe that a strong community is built through inclusivity. NLSLA is proud to foster an environment that welcomes individuals from all backgrounds and abilities, and we encourage all qualified candidates to apply.

About the Role

The NLSLA Disaster Assistance Project (DAP) team assists individuals who are experiencing legal issues after a disaster, both manmade or natural. The team is actively responding to the 2025 Los Angeles Wildfires. The DAP Staff Attorney will work with the DAP team assisting disaster survivors impacted by the 2025 Wildfires, including but not limited to FEMA and SBA appeals, and all other legal issues that will arise. In the short term, the attorney will help staff the Disaster Recovery Center one to two times a week, and other legal clinics and outreach events planned by the DAP team.

In the long term, the Staff Attorney will be responsible for direct representation of disaster survivors in those areas where they have substantive expertise. In those areas of law outside of their expertise, working with the Director of Pro Bono, DAP team Manager and Senior Attorney, they will seek to place cases with pro bono attorneys. The Staff Attorney will work with the Senior Attorney on substantive projects outside of the current response to the 2025 LA Wildfires.

In this role, you would report to the Pro Bono Manager. This position is exempt.

What You'll Do

- Participate in staffing DRC one to two days per week while the center is open, and overseeing pro bono volunteers and other personnel who staff the Center.
- Represent survivors of natural disasters in administrative hearings and court cases with a focus on FEMA, SBA, landlord-tenant, consumer, public benefits, employment, and other disaster related legal issues.
- Engage in outreach to natural disaster survivors.
- Supervise pro bono volunteers at legal clinics and in disaster related cases.
- Develop consumer, case manager and pro bono online and in-person trainings on disaster legal issues.
- Develop readable consumer flyers and other materials for disaster survivors.
- Represent NLSLA at community events and meetings related to disaster preparedness and response and network with government, NGO, faith-based, and social services organizations relevant to disaster response.
- Travel to NLSLA program offices, courthouses, and other locations throughout Los Angeles County may be required.

What You'll Need

- A Juris Doctor (JD) from an accredited law school.
- An active California State Bar license.
- Active practice of law for a minimum of two (2) years.
- Experience working in a pro bono and/or legal aid setting.
- Knowledge of MS Office, Windows, business communication platforms, and web-based case management platforms.
- Excellent interpersonal skills including being attentive to cultural needs and differences.
- 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.

Bonus Points if You

- Are bilingual in Spanish, due to the high number of Spanish-speaking residents in the community, which is highly valued in our community outreach efforts.
- Have experience in legal services and supporting diverse communities, including individuals facing trauma.

Why You'll Love Working with Us

At NLSLA, we believe in supporting our staff as they grow in their careers and live balanced lives. We offer:

- **Competitive Salary:** \$78,000–\$86,000, based on experience.
- **Work-Life Balance:** A 35-hour workweek and a hybrid work schedule to help you balance professional and personal commitments.
- **Generous Time Off:** 15 paid holidays, 2 to 5 weeks of vacation depending on seniority, and 12 days of sick leave. Compensatory time for exempt employees.
- **Comprehensive Benefits:**
 - Medical, dental, and vision insurance with a variety of plan options.
 - Basic Life and AD&D Insurance, Long-Term Disability Insurance.
 - 403(b) retirement plan with employer contributions and options for voluntary contributions.
 - Monthly bilingual supplement for qualified employees.
 - Loan Repayment Assistance Program, which provides law school student loan repayment assistance for eligible individuals.
- **A Culture of Inclusion:** We are committed to fostering a respectful, inclusive work environment where everyone can thrive.
- **Perks:** Technology reimbursement to help you stay connected and equipped to do your best work.

Apply Today

Are you ready to make a lasting impact on the lives of vulnerable families in Los Angeles?

Apply now to join our team and be part of a mission-driven organization dedicated to justice and equity. [Click here to apply](#). Please provide a cover letter, resume, and writing sample on the application.

We are excited to hear from you!

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.

We will consider for employment all qualified applicants, including those with criminal histories, in a manner consistent with applicable state and local laws, including the City of Los Angeles' Fair Chance Initiative for Hiring Ordinance. Please note that, in limited circumstances, certain convictions may be considered incompatible with the responsibilities of specific roles, particularly where the safety and well-being of vulnerable client populations are a concern.

NLSLA's Commitments

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 communities.
- **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.