



## **Staff Attorney - Lawyers Preventing and Ending Homelessness Project (PEHP)**

### **Change Lives and Transform Communities – Join Our PEHP 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 attorney will be part of a dynamic holistic legal services team that focuses on removing legal barriers to housing. The team is made up of passionate advocates focused on serving the needs of people experiencing housing instability in conjunction with a collaborative of community partners. This project serves community members across Los Angeles County, with an emphasis on the Antelope Valley, San Fernando Valley, and San Gabriel Valley. The attorney will have the opportunity to support community members with a variety of legal needs, which can include for instance housing litigation, public benefits advocacy, and record clearing services.

In this role, you would report to the Supervising Attorney. This position is exempt and temporary.

#### **What You'll Do**

- Provide holistic and comprehensive legal services in a broad range of legal practice areas that reflect the varied needs of our community members, which can include for instance housing, re-entry, and public benefits advocacy.
- Representation of families and individuals facing housing instability, with a focus on housing advocacy.
- Creating and conducting training for community partners and community members, Know Your Rights workshops, and staffing community outreach events.

- Responsibility for maintaining relationships with community partners by attending provider meetings.
- This position is designated as hybrid. Employees are required to work on-site a minimum of two (2) days per week, with the remaining time eligible for remote work as business needs allow. Specific in-office days may be set by the department or manager to support team collaboration and organizational priorities.
- Travel to NLSLA program offices, courthouses, and other locations throughout Los Angeles County may be required.

### **What You'll Need**

- A JD from an accredited law school and active California State Bar license.
- A demonstrated passion and commitment to public interest law and prior experience assisting low-income individuals and client groups, with a sensitivity to those in crisis.
- Strong research and organizational skills.
- Ability to effectively communicate verbally and in writing.
- Well-developed analytical skills.
- Ability to work collaboratively and effectively in a fast-paced environment.
- Self-motivated with the ability to multi-task.
- 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.

### **Bonus Points**

- Experience working in a legal aid law firm.
- Background serving unhoused individuals or working in poverty law, with a demonstrated commitment to vulnerable communities.
- Significant experience in housing law (typically two or more years).
- Are bilingual in Spanish, due to the high number of Spanish-speaking residents in the community, or in any of the other Los Angeles threshold languages, which is highly valued in our community outreach efforts.

## 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.
- **Generous Time Off:** 15 paid holidays, 2 to 5 weeks of vacation depending on seniority, and 12 days of sick leave. Exempt employees are eligible for compensatory time in accordance with company policy.
- **Comprehensive Benefits:**
  - Medical, dental, and vision insurance with a variety of plan options.
  - Basic Life and AD&D Insurance, Long-Term Disability Insurance.
  - 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!

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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.

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.

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### **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.