



## **Litigation Associate Supervising Attorney Stay Housed LA Program**

### **Change Lives and Transform Communities – Join Our Eviction Defense Team!**

Neighborhood Legal Services of Los Angeles County (NLSLA) provides free assistance to over 175,000 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**

Stay Housed L.A is a collaborative initiative between Los Angeles County, the City of Los Angeles and local community-based organizations and legal service providers. The partnership aims to implement a county-wide Right to Counsel program, ensuring that tenants across Los Angeles County have access to legal information, resources and, when appropriate (eligible), legal representation in court eviction proceedings.

The Litigation Associate Supervising Attorney plays a key leadership role on NLSLA's eviction defense team, overseeing and developing attorneys and legal fellows. The ideal candidate will be an experienced litigator with a strong commitment to anti-poverty work, capable of leading legal advocacy in a high volume and fast-paced environment.

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

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

- Supervise, train, and mentor attorneys and legal fellows.
- Support, guide, and evaluate professional development of staff.
- Oversee case management, review substantive casework, accompany new advocates to court hearings, and back up advocates and volunteers at our weekly housing clinics.
- Provide direct representation to tenants in unlawful detainer matters, as needed to support program operations.

- Serve as a member of the NLSLA Leadership Team.
- 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 your supervisor to support team collaboration and organizational priorities.
- Travel to NLSLA program offices, courthouses, and other locations throughout Los Angeles County will be required.

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

- A JD from an accredited law school and active California State Bar license.
- A minimum of three (3) years of litigation experience, from intake through trial. Jury trial experience preferred.
- Prior experience with unlawful detainer litigation and housing law preferred.
- Strong organizational skills and the ability to proactively manage competing priorities and deadlines.
- 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.
- Working knowledge of Microsoft Outlook, Word and Excel, business communication platforms, and web-based case management platforms.

### **Bonus Points**

- Have previous experience working in a legal aid or public interest law firm.
- 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:** \$103,000–\$117,000, 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.
  - 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!

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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.