



IMMEDIATE JOB OPENING QUEENS LEGAL SERVICES SEEKS TEMPORARY STAFF ATTORNEYS FOR ITS HOUSING RIGHTS PROJECT

Queens Legal Services (QLS) seeks two temporary staff attorneys to join our Housing Rights Project in a vibrant community-based civil legal advocacy organization in Queens. The positions are anticipated to be for a period of approximately twelve (12) months.

About Us

Founded in 1967, QLS seeks equal access to justice for all low-income residents of Queens through a range of legal advocacy, education and community partnerships. We provide free legal counseling, representation and referrals in civil matters involving the essentials of life including housing, public and disability benefits, domestic violence prevention, consumer and homeowner protections, access to education and employment rights to eligible low-income individuals and families. We work with our clients and partners to identify and address root causes for systemic inequalities in Queens and throughout New York City. We provide civil legal services from our Community Law Center (Center) in Jamaica and at the Queens Family Justice Center (QFJC) where we are the founding on-site community partner. We are part of a network of local programs that make up Legal Services NYC (LSNYC), the largest free civil legal services provider in the United States.

Responsibilities

The staff attorneys will join a vibrant practice in the heart of Southeast Queens, serving low-income tenants throughout the borough. We are looking for candidates who are excited to work in a fast-paced environment on housing-related matters, including landlord/tenant actions, eviction defense and affirmative litigation on behalf of tenants. The attorneys will be expected to work closely with community-based organizations and conduct weekly, evening and weekend outreach and off-site intake with our partners.

Experience and Qualifications

We seek attorneys admitted to the New York State Bar with:



- A demonstrated passion for social justice and commitment to working with immigrant communities, communities of color and low-income communities to advance equity;
- Excellent analytical, research and writing skills;
- Strong interpersonal, communication, time management and organizational skills;
- Enthusiasm for and experience developing partnerships with community-based advocates;
- A facility working with software technology and proficiency in the entire MS Office suite;
- Experience with LegalServer or other case management systems (preferred); and
- Fluency or strong proficiency in Spanish, Mandarin, Cantonese, Bengali or Korean (preferred).

How to Apply

Applicants should **email** a cover letter, resume, names of three references and two recent writing samples to jobs@queenslegalservices.org. Please write “**Temporary Housing Rights Staff Attorney**” in the subject line of the email. Only candidates selected for interviews will be contacted. No telephone calls please.

Salary is commensurate with experience and in accordance with the Legal Services NYC Collective Bargaining Agreement. Benefits include excellent health and dental insurance, an employer contribution to a pre-tax 403(b) pension plan, and generous leave time.

QLS is an equal opportunity employer. It is an organization committed to race, gender and economic justice in our work and within our workplace. Staff at QLS are members of the LSSA/NOLSW UAW Local 2320. People of color, women, people with disabilities, gay, lesbian, bisexual, and transgender people, and people over the age of 40 are welcome and encouraged to apply.

Job #s130-131 (HRP)(Temp/FT) [2 positions]; Posted: 11/20/18