

JOB ANNOUNCEMENT

DIRECTOR OF LITIGATION

Manhattan Legal Services is seeking a dynamic and experienced attorney to serve as Director of Litigation. This office is part of Legal Services NYC (LSNYC), the largest provider of free civil legal services for low-income people in the country. The Manhattan office is dedicated to providing high quality legal services in the areas of housing, family law, public benefits, employment, consumer, education, immigration, LGBTQ, and disability rights. We have special units serving particular vulnerable populations including domestic violence victims, veterans, people with HIV, and people with disabilities. We are committed to working in partnership with community-based organizations in the low-income communities we serve in order to address root causes of poverty and seek racial, social and economic justice. This is an exciting opportunity for a skilled and motivated leader and attorney.

The responsibilities of the Director of Litigation will include supervising, coordinating and/or providing substantive support on all complex, multi-plaintiff and impact litigation in close collaboration with all unit directors at MLS and the litigation director of LSNYC; working with staff in multiple practice areas to identify affirmative systemic litigation and especially issues of racial and economic justice; empowering others to manage and lead complex advocacy, working as a leader of a team of lawyers new to a particular field or new to practice. In addition the litigation director will work with other supervisors to streamline cross-disciplinary litigation and litigation supervision in the office, create better models for issue spotting across practice areas and create models to develop internal talent. The Director of Litigation may also be asked to assist the Project Director and Unit Directors with program development and new initiatives and teach and lead community lawyering.

Applicants must have the following qualifications:

- Be admitted to the bar of the State of New York or be eligible for admission;
- Have at least 8 years' experience in litigation;
- Have a track record of developing and litigating complex cases including appellate and federal court litigation and be comfortable engaging in complex motion practice, negotiations, discovery and trial work;
- Have experience providing civil legal services to low income people or comparable relevant experience;
- Have excellent legal writing, litigation and advocacy skills;
- Have excellent interpersonal skills and a demonstrated ability to work in litigation teams;

- Have a demonstrated commitment to diversity, equity and inclusion;
- Be able to communicate effectively with individuals from diverse backgrounds;
- Be able to practice and teach community lawyering and work effectively with community-based organizations;

Interested applicants should send a cover letter, resume, two writing samples and three references by email to jobpostingsmls@mls.ls-nyc.org Please put “Director of Litigation” in the subject line.

NO TELEPHONE CALLS PLEASE

Manhattan Legal Services is an Equal Opportunity Employer. People of color, women, people with disabilities, gay, lesbian, bisexual, transgender persons, and persons over 40 are welcome and are encouraged to apply.

Bar Associations and other organization: Manhattan Legal Services seeks and welcomes your recommendations for candidates who meet the foregoing qualifications and, in addition, requests that you or your organization encourage such candidates to apply.

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