



## **JOB ANNOUNCEMENT: SUPERVISING ATTORNEY, HOUSING UNIT**

**MANHATTAN LEGAL SERVICES**, a part of Legal Services NYC, is seeking a dynamic and committed attorney to serve as a Supervising Attorney in our Housing Unit.

Manhattan Legal Services 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, immigration, and consumer, education, and disability rights. We work in partnership with community-based organizations in the low-income communities we serve to address.

We seek a candidate who is excited to work in a fast-paced environment and use creative strategies in the pursuit of justice. The Supervising Attorney will work with the Housing Unit Director and co-supervisors to shape the direction of the Housing Unit, develop and strengthen relationships with partner community-based organizations, handle administrative and grant responsibilities and identify systemic housing-related trends for strategic litigation. The Supervising Attorney will oversee the work of 3-5 attorneys and handle a partial caseload of defensive and affirmative housing cases.

The responsibilities of the Supervising Attorney include handling and supervising the representation of tenants in housing court, administrative proceedings, affirmative litigation and appeals, helping to develop and file affirmative litigation, representing tenants and tenant organizations in court, and collaborating with community-based organizations.

Candidates must be admitted to the New York State Bar or eligible to waive in with:

- A demonstrated passion for social justice and a commitment to working with low-income communities and communities of color to advance equity;
- At least 3 years' experience providing civil legal services to low income people or comparable relevant experience;
- At least 2 years' experience in housing, landlord/tenant, or related advocacy required;
- Excellent analytical, writing, and communication skills;
- Strong organizational skills and ability to supervise a diverse, fast paced, and high volume caseload;
- Excellent leadership skills;
- An ability to communicate effectively with individuals from diverse backgrounds;
- Strong cultural or personal ties to the communities we serve preferred; and
- Fluency or proficiency in Spanish is helpful, but not required.

Interested applicants should send a cover letter, resume, writing sample and three references by email to [jobpostingsmls@mls.ls-nyc.org](mailto:jobpostingsmls@mls.ls-nyc.org). Please put “Supervising Attorney” in the subject line.

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 organizations: 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.

Job #s 40-43\_2019 (4 positions); Posted: 4/9/19