



361 South Main Street  
Geneva, New York 14456  
Tele: (315) 781-1465  
Fax: (315) 781-2565  
Website: [www.lawny.org](http://www.lawny.org)

## **POSITION ANNOUNCEMENT (JUNE 2019)**

### **STAFF ATTORNEY POSITION (GENEVA, NY)**

The Geneva office of Legal Assistance of Western New York, Inc.® (LawNY®) has an immediate opening for a Staff Attorney to join our Office of Victim Services project, which is a holistic legal services partnership with Victim Resource Center of the Finger Lakes (VRC). This position provides an exciting opportunity to advocate on behalf of clients who are victims of crime. This position will be co-located at the VRC offices in Newark, NY the LawNY® offices in Geneva. The main area of practice for this position will be family law but there will also be opportunities to assist clients with housing, public benefits, and U Visa applications.

**Program:** Legal Assistance of Western New York, Inc.® (LawNY®) is a not-for-profit law firm which works to eliminate barriers to justice by providing civil legal services to low-income clients in a fourteen-county region in the Finger Lakes and western New York State. The Geneva office serves five of those fourteen counties (Livingston, Ontario, Seneca, Wayne and Yates) and provides representation primarily in the areas of housing, family law, government benefits, elder law, education, civil rights and consumer law. We work to achieve individual and systemic change through litigation, administrative advocacy, and partnership with community organizations. Our 30 member Geneva staff includes attorneys, paralegals, and a legal support team who work closely across areas of specialization to bring a holistic approach to addressing law related issues affecting our clients and communities.

**Requirements:** Applicants should have relevant legal experience and a demonstrated commitment to working with low-income individuals and families, as well as excellent oral and written communication skills. Law school graduates who have taken the first available New York State Bar examination following completion of law school may qualify for a practice order pending admission to the New York State Bar pursuant to the LawNY® practice order. Fluency in Spanish is a preference but not a requirement.

**Salary:** Salary is competitive and dependent on years of relevant experience. The entry level annual salary for a newly admitted attorney with no practice experience is \$50,000 and increases to \$56,000 for an attorney with five years of experience. LawNY® provides an excellent benefits package including health, dental and vision insurance, generous leave provisions, retirement plan, paid parental leave, disability coverage, a flexible and accommodating work schedule, and numerous opportunities for professional development and other benefits.





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**Procedure:** Applicants should submit the following: 1) a cover letter describing qualifications; 2) resume; 3) the name and contact information for three references and 4) a legal writing sample by June 17, 2019 to ensure full consideration. Applications will be accepted beyond that date until the position is filled. Applications should be sent to the attention of Managing Attorney, Kate Woods, via email to: [lawnyapplications@lawny.org](mailto:lawnyapplications@lawny.org).

Legal Assistance of Western New York, Inc.<sup>®</sup> (LawNY<sup>®</sup>) is an equal opportunity employer. LawNY<sup>®</sup> encourages applications from diverse candidates. LawNY<sup>®</sup> welcomes applications regardless of race, color, religion, sex, gender identity, sexual orientation, pregnancy, national origin, age, disability, genetic information or any other consideration protected by law. This position is considered exempt under the Fair Labor Standards Act.

