

Attorney in Charge- Kingston, NY- Legal Services of the Hudson Valley

<http://www.lshv.org>

Job Type: Attorney in Charge – Ulster (Kingston) Office

Schedule Type: Full-Time

Date: August 23, 2019

Overview

For more than 50 years, Legal Services of the Hudson Valley (LSHV) has been providing free, high-quality legal counsel in civil matters when basic human needs are at stake including: eviction and foreclosure prevention, domestic violence, disability, elder law, healthcare, consumer fraud and more. Our services support almost 600,000 poor and low-income families and individuals who cannot afford an attorney in our seven-county service area. With the gap separating those who can and cannot afford legal representation widening each day, we work to ensure that everyone has equal access to justice, regardless of their ability to pay. As the only provider of comprehensive civil legal services in the lower and mid-Hudson Valley (Westchester, Putnam, Dutchess, Rockland, Orange, Ulster and Sullivan), LSHV is proud to have handled almost 15,000 cases impacting more than 34,000 household members including 13,000 children last year. LSHV has ten offices, a staff of 160, including 95 attorneys and 30 paralegals.

Position:

Reporting to the Chief Program Officer, and with a staff of a Supervising Attorney, Attorneys, Paralegals and support personnel, the Attorney in Charge is responsible for the quality and quantity of legal representation and advocacy provided by his/her staff. The Attorney in Charge will have a depth of knowledge of management responsibilities and a demonstrated excellence in analysis, research, writing and litigation.

Job Description

- Oversee the daily office operations and staff of attorneys, paralegals, support personnel, interns and volunteers
- Assign cases, review and evaluate the casework from intake to closing
- Ensure adherence to program and case handling standards, LSC and funder requirements and the highest professional standards
- Evaluate staff members and provide guidance in professional development
- Work with management team, and staff to plan and coordinate program services
- Spearhead impact and/or affirmative litigation;
- Foster and encourage teamwork and communication
- Reinforce and maintain staff development and accountability
- Develop and maintain community support and relationships with community based organizations and other stakeholders
- Establish and cultivate relationships with legislative, executive and court personnel (Federal, State and local)
- Support efforts to maintain/obtain funding for programming in Ulster County

Qualifications:

- Five or more years legal practice experience & Admission to NYS Bar
- Experience litigating in various legal fora, including state and federal courts
- Excellent oral and written advocacy skills
- Excellent litigation skills and experience litigating individual and group cases
- Demonstrated commitment and experience in public interest law
- Experience supervising and mentoring others
- Admission to NYS Bar
- Supervisory and management experience
- Demonstrated leadership ability
- Excellent interpersonal, communication and organizational skills
- Proficiency in languages other than English is desirable

Please apply at our career center, using the following link:

[Attorney in Charge- Kingston, NY- Legal Services of the Hudson Valley](#)

Legal Services of the Hudson Valley is proud to be an equal opportunity employer that celebrates our employees' differences. Applicants of diverse race, color, religion, gender, sexual orientation, gender identity, national origin, age, disability and veteran status, are strongly encouraged to apply. Our differences make us better.