

## POSITION ANNOUNCEMENT (OCTOBER 2019)

### STAFF ATTORNEY POSITION (JAMESTOWN, NY)

The Jamestown office of Legal Assistance of Western New York, Inc. ® (LawNY) has an immediate opening for a full time Staff Attorney in our Family Law Unit. The attorney will work primarily on the Chautauqua County Family Court Project which represents qualified low-income individuals in custody cases assigned in Chautauqua County Family Court. The attorney position will also provide victims of domestic violence and sexual assault with specialized legal advice and representation in Family Court and other civil matters that affect their safety, stability and financial security.

**Organization Description:** LawNY® is a not-for-profit organization which provides civil legal services to low-income clients in a fourteen-county region in western New York State. The Jamestown office serves Chautauqua County in western New York. The office provides legal advice and representation in the areas of housing, foreclosure defense, public benefits, family, employment, consumer, health and education. LawNY® practices in a wide variety of courts, including justice court, state and county court, bankruptcy court and federal court, as well as administrative agency proceedings. Program staff includes attorneys and paralegals who work across areas of specialization to bring a holistic approach to addressing issues affecting our clients and communities. LawNY® focuses on meeting the legal needs of individual clients, as well as addressing systemic problems that create barriers for clients living in poverty.

**Requirements:** Applicants should have relevant legal experience and a demonstrated commitment to working with low-income families and individuals, as well as excellent oral and written communication skills. Applicants must be admitted to the New York State Bar. 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. Attorneys in



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another jurisdiction may qualify for a practice order for up to [18] months pursuant to court rule. Proficiency in Spanish is helpful, but not required

**Salary:** Dependent on experience. The entry level annual salary for a newly admitted attorney with no practice experience is \$50,000 and increases to \$57,500 for an attorney with (5) years of experience. Staff are eligible for annual increases based on an established salary scale. LawNY® provides an excellent health insurance, disability and benefits practice. This position is considered exempt under the Fair Labor Standards Act.

### **Procedure:**

Applicants should submit:

A cover letter describing qualifications, resume, writing sample and contact information for [3] references **by November 18, 2019** to ensure full consideration. Applications will be accepted beyond that date until the position is filled. Applications should be addressed to Mr. Lynn L. Hartley, Managing Attorney and sent to the following e-mail address:  
**[lawnyapplications@lawny.org](mailto:lawnyapplications@lawny.org).**

Legal Assistance of Western New York, Inc. ® (LawNY) is an equal opportunity employer. LawNY encourages applications from diverse candidates. LawNY 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 pursuant to the Fair Labor Standards Act.

