

July 30, 2020

## **Job Announcement**

### **Special Litigation Supervisor Mobilization for Justice**

Mobilization for Justice, Inc. (MFJ), a non-profit legal services organization that provides free civil legal services to poor and working poor New Yorkers, seeks an experienced litigator to launch and supervise MFJ's new Special Litigation Project. This is an exciting opportunity to expand the scope of MFJ's impact litigation and law reform work alongside a committed staff of advocates who possess expertise in their specific practice areas devoted primarily to direct legal representation.

MFJ's mission is to achieve social justice, prioritizing the needs of people who are low-income, disenfranchised or have disabilities. We do this by providing the highest quality direct civil legal assistance, conducting community education and building partnerships, engaging in policy advocacy, and bringing impact litigation. After five years of organizational growth to serve clients in individual matters, the creation of this practice is MFJ's next stage in addressing our clients' needs.

MFJ is a 125+ person staff comprised of attorneys, paralegals, social workers and support staff. It is a diverse, unionized, and collegial workplace where staff are committed to the organization's mission.

Reporting to an MFJ Director of Litigation, the Special Litigation Supervisor will work with MFJ staff in its four overarching practice areas (Housing, Disability and Aging Rights, Economic Justice and Children's Rights) to identify problems affecting MFJ's client base, including issues relevant to pursuing racial justice, that would benefit from impact litigation and law reform work. The unit will supplement MFJ's litigation docket, not supplant the affirmative litigation currently ongoing in the various practices, and will serve as a resource and back-up as appropriate. The Special Litigation Supervisor will supervise one to two staff attorneys who will be hired as the project develops. MFJ has an active and involved board of directors who are available to co-counsel as appropriate.

#### **Responsibilities include, but are not limited to:**

- Work with MFJ's four practice areas to identify problems for class action and law reform litigation.
- File cases in federal and state court as appropriate.
- Litigate through trial.
- Appeal appropriate cases.
- Negotiate settlements as appropriate.
- Move for attorney's fees and conduct fees hearings or negotiate fee request.
- Serve as a resource and back-up to staff bringing affirmative litigation, particularly with respect to civil practice issues and fee applications, including reviewing complaints and appellate briefs.

- Work with pro bono and other co-counsel, *e.g.*, plaintiff-side law firms.
- Enter and maintain case records in a case management system.
- Supervise one or two staff attorneys as the project is launched.
- Collaborate with other legal services providers, plaintiffs' attorneys, and develop impact litigation and co-counsel as appropriate.
- Participate on the MFJ management team.

**Requirements:**

- At least seven years of federal and state court class action or similar large-scale impact litigation in civil rights, government benefits and/or related poverty law matters.
- Litigated in federal and state court at least 10 cases that include class action or similar large-scale impact litigation with demonstrable results.
- Expertise in handling impact litigation from intake through trial, including case development, complaint drafting, and proceeding through all aspects of discovery through to trial.
- Experience with seeking and negotiating attorney's fees.
- Excellent research and writing skills.
- Knowledge of civil rights and/or government benefits, among other areas of importance to low-income people.
- Admission to NYS and federal bars.
- Demonstrated commitment to serving low-income populations.
- Fluency in Spanish, a Chinese dialect or another language spoken by immigrant populations in New York City, a plus.

**Salary** is competitive and depending upon experience.

Applicants should submit a cover letter, resume, writing sample, and list of cases litigated with short descriptions to Jeanette Zelhof, Executive Director, and transmitted by e-mail to [jzelhof@mfjlegal.org](mailto:jzelhof@mfjlegal.org) with "Spec Lit Supervisor" in the subject line. Please indicate where you saw this ad. Applications must be received by September 11, 2020. Interviews will be conducted on a rolling basis.

For further information about MFJ, please go to [www.mobilizationforjustice.org](http://www.mobilizationforjustice.org).

**MFJ IS AN EQUAL OPPORTUNITY EMPLOYER.**

People of color, women, people with disabilities, gay, lesbian, bisexual and transgender people are welcome and encouraged to apply.