

December 6, 2021

## **Job Announcement**

### **Staff Attorneys – Housing Rights Mobilization for Justice**

Mobilization for Justice (MFJ), a non-profit legal services organization that provides a wide range of free civil legal services to low-income New Yorkers, is seeking two or more attorneys to further MFJ's efforts to preserve decent and affordable housing for low-income tenants, including families and single adults, through eviction defense, HP proceedings, and affirmative litigation. The attorneys will be part of a team that represents tenants in Manhattan, Bronx, and Brooklyn Housing Court, state Supreme Court, federal court, and administrative proceedings.

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. MFJ is a 140+ person organization comprised of attorneys, paralegals, social workers, support staff, and other professionals. It is a diverse, unionized, and collegial workplace.

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

- Conducting client intake; conducting legal research; drafting legal memoranda, advocacy letters and other legal papers; and litigating all phases of cases, including drafting pleadings, engaging in motion practice, conducting trials, and writing and arguing appeals.
- Conducting outreach to communities served by MFJ and training community and tenant groups on the rights of tenants and related housing and fair housing issues.
- Working with organizers and community leaders to develop and execute strategies to prevent tenant displacement.
- Staffing and conducting intake at off-site legal clinics (at community organizations, offices of elected officials, places of worship, sister organizations, in courts, and other places to accommodate clients).
- Inputting and maintaining detailed records in a case management system.

#### **Requirements:**

- Admission to the New York State Bar required.
- Spanish or Chinese language skills strongly preferred.
- Litigation experience representing tenants in New York City, or experience with Section 8 and other subsidized housing preferred.
- Excellent research and writing skills.
- Ability to balance an active caseload and travel between MFJ's offices, outreach sites, agency offices and courts.
- Ability to staff clinics, attend tenants' association meetings, and participate in other work-related events during evening hours from time to time.

**Salary** is pursuant to a collective bargaining agreement.

Applicants should transmit a cover letter, resume, and writing sample to Elise Brown, Director of Housing Litigation ([ebrown@mfjlegal.org](mailto:ebrown@mfjlegal.org)), by December 20, 2021. Please indicate where you found this ad and include **Housing Rights Staff Attorney December 2021** in the subject line. We encourage all applicants to include in their cover letter a statement about how your background or experience might contribute to the diversity and perspective of our office. Early applications are appreciated. Interviews and hiring will be conducted on a rolling basis. No telephone inquiries please. In compliance with New York City's directives, MFJ requires all employees to be fully vaccinated against COVID-19. Accordingly, successful candidates must be fully vaccinated against COVID-19 and submit proof of vaccination prior to commencement of employment at MFJ.

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

MOBILIZATION FOR JUSTICE IS AN EQUAL OPPORTUNITY EMPLOYER.  
BIPOC, women, people with disabilities, gay, lesbian, bisexual and transgender people are welcome and encouraged to apply.