

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 several 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. This position also offers a one-year intensive training program focused on Housing Law.

MFJ's mission is to achieve social justice, prioritizing the needs of people who are low-income, disenfranchised, or have disabilities as they struggle to overcome the effects of social injustice and systemic racism. 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 has a staff of more than 165 attorneys, paralegals, social workers, support staff, and other professionals. It is a diverse, unionized, and collegial workplace where staff share the organization's mission to achieve social justice.

RESPONSIBILITIES:

- Conducting client intake in person and on the telephone; 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 virtually and 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. • Notarizing court or other documents as necessary.

REQUIREMENTS:

- Law graduates (and anticipated 2025 graduates) are encouraged to apply; admission to the New York State Bar preferred.
- 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.

Salary is pursuant to a collective bargaining agreement. The salary range for this position is \$79,000.00 to \$133,499.66.

BENEFIT & PERKS:

Work-Life Balance:

Employees have the ability to work flexible hours and are able to work two days a week from home.

Paid Leave:

Parental Leave: Employees are granted up to 75 days of parental leave and may use sick and vacation days if they have them.

Summer Fridays: MFJ offices close early every Friday at 2pm starting Memorial Day through Labor Day.

Bar Study Time: Eligible employees are granted up to five weeks of study time for the bar and may be reimbursed for bar prep expense up to \$3,000.

Employer-Paid Healthcare Premiums:

MFJ provides employees with health, dental, and vision insurance at no cost to the employee. MFJ also provides additional benefits such as commuter benefits, FSA, HRA, and an Employee Assistance Program.

Retirement Benefits:

MFJ offers a 403(b)-tax deferred annuity plan with a 7.5% employer contribution after the first year of employment.

APPLICATION PROCESS:

Applicants should submit cover letter, resume and writing samples addressed to Elise Brown, Director of Housing Litigation, and transmit by e-mail to recruitment@mfjlegal.org with Housing Rights Staff Attorney in the subject line. We encourage all applicants to include in their cover letter a statement about how their 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. For further information about MFJ, please go to www.mobilizationforjustice.org.

MOBILIZATION FOR JUSTICE IS AN EQUAL OPPORTUNITY EMPLOYER.

All qualified applicants will receive consideration for employment without regard to race, color, sex, gender, age, religion, national origin, citizen status, marital status, physical or mental disability, military or veteran status, sexual orientation, gender identity, gender expression, genetic information, or any other characteristic protected by law. BIPOC, women, people with disabilities, and LBGTQIA+ candidates are encouraged to apply.