

October 14, 2015

Job Announcement
Staff Attorney – Civil Legal Services for People with Mental Illness

MFY Legal Services, Inc. (MFY), a non-profit legal services organization that provides a wide range of free civil legal services to low-income New Yorkers, is seeking a staff attorney to represent people with mental illness in civil legal matters. The primary emphasis is on eviction prevention, ensuring income stability (including obtaining and maintaining government benefits and addressing barriers to employment), and access to healthcare. Affirmative outreach, advocacy, and litigation are encouraged on issues affecting people with mental illness. The Mental Health Law Project works in collaboration with mental health providers and social workers in inpatient and outpatient settings using a medical-legal partnership model.

Responsibilities include, but are not limited to:

- Conducting client intake on the telephone and at off-site clinics, including outpatient clinics and hospitals.
- Providing advice, brief service and direct representation.
- Researching, writing, and litigating all phases of cases including motions, trials and appeals.
- Appearing for clients in housing, supreme and federal courts and at administrative agencies.
- Conducting outreach to the community, and training mental health providers and community groups on substantive law matters and the rights of people with disabilities.
- Identifying issues for impact litigation or policy initiatives.
- Advocating on issues of importance to people with mental illness.
- Inputting and maintaining records in case management system.

Requirements:

1. Admission to NYS Bar.
2. 2 years' experience in housing court and/or working on government benefits issues.
3. Well-organized and capable of managing a substantial caseload.
4. Experience and interest in working with people with mental illness or people with disabilities.
5. Fluency in Spanish sufficient to conduct an intake interview, draft correspondence and provide advice to clients, and handle client meetings and court appearances without the assistance of a translator or interpreter.
6. Ability to balance individual casework with impact litigation and/or advocacy initiatives.

Salary is pursuant to a collective bargaining agreement.

Applicants should email cover letter, resume and writing sample to John Bart at jbart@mfy.org with “**Mental Health Law Project October 2015**” in the subject line. Applications must be received by Friday, October 30, 2015. Early applications encouraged. Interviews will be conducted on a rolling basis.

No telephone calls please.

MFY IS AN EQUAL OPPORTUNITY EMPLOYER. People of color, women, people with disabilities, gay, lesbian, bisexual and transgender people are welcome and encouraged to apply. For further information about MFY, please go to www.mfy.org.

