

May 6, 2015

JOB ANNOUNCEMENT - SUPERVISING ATTORNEY

MFY Legal Services, Inc. (MFY), a non-profit legal services organization that provides a wide range of free civil legal representation to low-income New Yorkers, is seeking a supervising attorney for its Kinship Caregiver Law Project to provide direct legal services and engage in policy advocacy on behalf of low-income families. The Project helps to stabilize families and prevent children from entering the traditional foster care system by representing non-parent caregivers in administrative proceedings, immigration hearings, Family Court and in other litigation to protect extended family relationships. It secures financial benefits and other supports for kinship families, including government benefits and obtaining orders of guardianship, custody and adoption. It also assists relatives in removing children from foster care placements with strangers and advocating for policy changes to promote family integrity. In addition, the Project handles immigration issues related to its practice and anticipates expanding its immigration expertise. The attorneys work in coalition with advocacy groups city- and state-wide on policy issues; analyze and provide testimony on proposed legislation; conduct trainings for lawyers, courthouse personnel, and community groups; and communicate regularly with elected officials and the media.

Responsibilities:

- Supervise work of 3-5 attorneys handling a range of administrative proceedings, Family Court cases, and hearings before U.S.C.I.S., including, among others, those related to child custody, guardianship, foster care placements and certification, legal permanent resident status, and challenges to administrative actions;
- Address systemic problems through policy, advocacy and/or impact litigation;
- Work closely with community-based social service providers and local elected officials, including those with whom MFY has existing partnerships, and develop new partnerships to better address needs of our target population;
- Coordinate a program of community outreach and training to supportive service providers;
- Manage and report on grants;
- Facilitate pro bono and volunteer assistance by making presentations, conducting outreach to prospective volunteers, and assisting in the referral of existing clients; and
- Work with the management team to address general office needs and administrative tasks.

Requirements:

- Demonstrated leadership ability;
- Familiarity with family law and administrative advocacy required;
- Knowledge of immigration law strongly preferred;
- At least four years of progressively responsible experience litigating in various legal forums;

- Commitment to implement creative litigation strategies under the Family Court Act as well as other state and federal laws;
- Ability to engage coalition partners, media, and other stakeholders to advance non-litigation advocacy agenda;
- Background or interest in racial justice, immigration and/or child welfare policy is desirable; and
- Proficiency in language other than English is desirable, but not required.

Salary: Commensurate with experience, with excellent fringe benefits.

Applicants should submit a cover letter, resume, and writing sample addressed to Jeanette Zelhof, Executive Director, and transmitted by e-mail to jzelhof@mfy.org with "KCLP Supervisor 2015" in the subject line. Please indicate where you found this ad. Applications must be received by **May 22, 2015**. 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.