

July 2021

**JOB ANNOUNCEMENT**  
**Attorney – Warren J. Sinsheimer Children’s Rights Program (Special Education)**  
**One-Year Temporary Position**

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 an attorney for a one-year, temporary position to provide legal representation and advice to low-income parents of students with disabilities seeking appropriate special education services and school placements from the New York City Department of Education. This position will be in our Manhattan office.

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, building partnerships, engaging in policy advocacy, and bringing impact litigation. MFJ is a 120+ person staff comprised of attorneys, paralegals, social workers and support staff. It is a diverse, unionized, and collegial workplace where staff share the organization’s mission to achieve social justice, prioritizing the needs of people who are low-income, disenfranchised or have disabilities.

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

- Conducting client intakes.
- Providing intake callers and clients with advice, brief service and/or advocacy, and direct representation.
- Researching, writing, and litigating all phases of cases including pleadings, disclosure, briefs, and impartial hearings, as well as negotiating settlements.
- Representing students in disciplinary hearings and at Manifestation Determination Reviews.
- Participating in school and Individualized Education Program meetings.
- Working in coalition with special education advocacy groups and community-based organizations in New York City, including to advocate for changes to New York State and New York City policies addressing special education and school discipline.
- Conducting community outreach and trainings.

**Requirements:**

1. Law school graduate or entry level (0-2 years’ experience).
2. Superior organization skills and capacity to manage a diverse caseload.
3. Experience or demonstrated interest in working with people with disabilities.
4. Proficiency or fluency in Spanish, or another language, is strongly preferred.

**Salary** is pursuant to a collective bargaining agreement with excellent fringe benefits. For further information about MFJ, please go to [www.mobilizationforjustice.org](http://www.mobilizationforjustice.org).

**How to Apply:** Applications must be received by July 23, 2021. Early applications are encouraged and will be reviewed on a rolling basis.

Interested applicants should email a (1) cover letter, (2) resume, and (3) writing sample to [special@mfjlegal.org](mailto:special@mfjlegal.org) with the subject line “One-Year Attorney Position.” Additionally:

- Emails and cover letters may be addressed to Todd Silverblatt, Supervising Attorney of WSCR.
- Candidates are encouraged to highlight any professional or personal experience demonstrating a commitment to special education and/or disability rights, working with low-income populations, and/or serving New York City communities.
- Resumes should identify any language skills and corresponding levels of proficiency.
- Please limit writing samples to a maximum of 10 pages. If the writing sample is an excerpt, please indicate that clearly on the sample. If more than one person contributed to a sample, please indicate which portions you wrote, and which portions others wrote.
- Candidates are encouraged to include any information explaining how they would contribute to fostering a more diverse and inclusive workplace at MFJ.
- Candidates selected for consideration will be scheduled for an interview. At this time, interviews will likely be conducted via video- or tele-conference.

**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.