

May 8, 2018

**Job Announcement  
Staff Attorney – Special Education**

Mobilization for Justice (formerly MFY Legal Services), 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 join its Warren Sinsheimer Children's Rights Program, which provides advice and representation to parents of students with disabilities seeking appropriate special education services and school placements from the New York City Department of Education. The staff attorney will provide direct representation of parents at Individualized Education Program (IEP) meetings, administrative due process hearings, and in appeals before the New York State Review Officer and in federal court.

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

- Conducting client intake on telephone, in the community, and/or in hospital or clinic settings;
- Research and writing;
- Representation of parents at IEP meetings;
- Representation of parents at administrative hearings, including drafting complaints, negotiating settlements, preparing and presenting witness testimony, conducting cross-examination, engaging in motion practice, and filing briefs;
- Representation of parents in administrative and court appeals;
- Identifying issues for impact or class-action litigation and policy initiatives;
- Participating in coalition-building and advocating for systemic reform in the delivery of appropriate special education services to students with disabilities;
- Conducting community outreach and presenting trainings; and
- Inputting and maintaining records in MFJ's case management system.

**Requirements:**

- J.D. and admission to the New York State Bar;
- At least two years of experience in special education litigation;
- Demonstrated interest in disability rights and problems affecting students with disabilities;
- Excellent research and writing skills;
- Demonstrated ability to work under pressure and balance multiple, competing deadlines; and
- Fluency in Spanish.

**Preferred:**

- Experience with school discipline hearings.

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

Applicants should submit a cover letter, resume, and writing sample addressed to Kevin M. Cremin, Director of Litigation for Disability and Aging Rights, and transmitted by e-mail to [kcremin@mfjlegal.org](mailto:kcremin@mfjlegal.org) with "Special Education Staff Attorney Application" in the subject line. We encourage all applicants to include in their cover letter a statement about how your background and/or experience might contribute to the diversity and perspective of our office. Applications must be received by **May 29, 2018**. No telephone calls please.

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

MOBILIZATION FOR JUSTICE IS AN EQUAL OPPORTUNITY EMPLOYER.

People of color, women, people with disabilities, gay, lesbian, bisexual and transgender people are welcome and encouraged to apply.