

August 10, 2015

Job Announcement
Temporary Staff Attorney – Three-Quarter House Tenants’ Rights

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 temporary staff attorney (approximately September 1, 2015 – July 29, 2016) to focus on the rights of three-quarter house tenants. The attorney will work with MFY’s Three-Quarter House Project, which uses a multi-prong approach to provide legal services and affect reform. The temporary staff attorney will provide a wide range of legal services for people who reside in three-quarter houses. Specific duties will include: representing tenants in Housing Court, often in emergency illegal lockout proceedings, and in Supreme Court; working in coalition with community and advocacy groups on a wide range of policy issues; working with pro bono counsel in affirmative class action and federal court litigation; conducting outreach and education; communicating with elected officials, government entities, including but not limited to the New York Police Department, and the media.

Three-quarter houses are buildings that rent shared rooms to persons reentering the community after serving time in jails or prisons, leaving hospital mental health and substance abuse units, or taking respite from street homelessness. These unlicensed facilities, which proliferate in the outer boroughs, are overcrowded and are in very poor condition.

Responsibilities include, but are not limited to:

- Conducting client intake; 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, writing and arguing appeals and writing amicus briefs.
- Traveling to the outer boroughs to meet tenants, conduct intake, and interact with Three-Quarter House managers and owners, tenant groups, elected officials and other stakeholders.
- Advocating with administrative agencies, including HPD, HRA and the NYPD.
- Work with the reentry community (or advocacy on behalf of currently or formerly incarcerated persons; ending mass incarceration)
- Working with organizers and tenant and community leaders in to develop and execute strategies to prevent tenant displacement.
- Inputting and maintaining detailed records in a case management system.

Requirements:

- Admission to NYS Bar.
- Two years’ experience representing tenants in Housing Court in New York City, preferably in Brooklyn, the Bronx and Manhattan.
- Willingness and ability to take quick legal action and comfort adjusting strategy under dynamic conditions.
- Familiarity with harm reduction models and/or experience working with people with histories of substance abuse.

- Prior work with the reentry community or advocacy on behalf of currently or formerly incarcerated persons.
- Demonstrated commitment to racial justice.
- Excellent research and writing skills.
- Ability to balance a varied caseload and travel between the office and courts in the outer boroughs.

Spanish language skills required. **Salary** is pursuant to a collective bargaining agreement.

Applicants should submit cover letter, resume and writing sample addressed to Elise Brown, Director of Litigation for Economic Justice, and transmitted by e-mail to ebrown@mfy.org with “Three-Quarter House Tenants’ Rights Temporary Staff Attorney” in the subject line. Applications must be received by Monday, August 17, 2015. Early applications are appreciated. Interviews will be conducted on a rolling basis. No telephone calls please.

For further information about MFY, please go to www.mfy.org.

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.

<http://www.mfy.org/wp-content/uploads/TQH-Temporary-Attorney-August-2015revised.pdf>