

June 14, 2012

**Job Announcement
Staff Attorney-Workplace Justice**

MFY Legal Services, Inc. (MFY), a 49-year old non-profit legal services organization that provides free civil legal services to low-income New Yorkers, is seeking a staff attorney for its Workplace Justice Project. The attorney will represent immigrant and working poor clients in federal and state courts and in administrative proceedings; work in coalition with advocacy groups city- and state-wide on policy issues; analyze and provide commentary and testimony on proposed employment-related legislation; develop reference materials and advocacy tools; and conduct trainings for lawyers, workers and staff of elected officials.

Responsibilities include, but are not limited to:

- Conduct client intake, prepare case plans, research and write, litigate all phases of cases, including drafting complaints, engaging in motion practice, trying cases and writing and arguing appeals.
- Conduct outreach to the community, and train lawyers, community groups and workers on employment rights.
- Identify issues for impact or class action litigation or policy initiatives, including white papers and legislative advocacy campaigns.
- Advocate on issues of importance to the workers' rights community.
- Maintain records in office database.

Requirements:

- Admission to NYS Bar.
- Fluency in Spanish.
- Experience handling New York Labor Law, Fair Labor Standards Act, and Unemployment Insurance matters; experience litigating Family Medical Leave Act and employment discrimination claims a plus.
- A minimum of three years litigation experience in federal court; admission to SDNY and EDNY a plus.
- Well organized, highly responsible and capable of managing a substantial litigation docket with minimal oversight.
- Excellent research and writing skills.

Salary is pursuant to a collective bargaining agreement.

Applicants should submit cover letter, resume and writing sample (preferably a memorandum filed in court) addressed to Elise Brown, Director of Litigation for Economic Justice, and transmitted by e-mail to eperez@mfy.org with "WJP Staff Attorney" in the subject line. Applications must be received by noon on Wednesday, June 22, 2012. Early applications are appreciated. No telephone calls please.

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

MFY IS AN EQUAL OPPORTUNITY EMPLOYER