SUPERVISING ATTORNEY, ECONOMIC SECURITY UNIT
64 New York Ave NE, Suite 180, Washington DC · (202) 832-6577
www.nlsp.org

Neighborhood Legal Services Program of the District of Columbia (NLSP) has an opening for a full-time Supervising Attorney to practice in and supervise attorneys in our Economic Security Unit (ESU).

ABOUT NLSP
NLSP is a private, non-profit law firm that provides high quality civil legal services to low-income residents of the District of Columbia. Since 1964, NLSP has a long tradition of fighting for justice for the poor, combining direct representation with efforts to achieve broad-based change. Our three offices are strategically located in the poorest neighborhoods of the District to maximize our visibility, accessibility, and connections to the communities we serve. NLSP provides legal representation in a full range of civil matters affecting the lives of low-income DC residents, including housing, consumer protection, family court disputes, income maintenance, barriers to employment and public benefits. NLSP is an excellent place to work, fostering a climate of shared mission, teamwork, and support of individual employee goals.

ABOUT OUR ECONOMIC SECURITY PRACTICE
NLSP’s ESU attorneys represent clients in several practice areas, working to gain, maintain, and protect our clients’ vital income sources. We work to increase the financial autonomy of our clients and create pathways out of poverty by eliminating barriers to employment, protecting low-income consumers, and gaining and maintaining access to public benefits.

All NLSP staff members are currently working remotely. Once the offices are reconstituted all staff members will receive office assignments.

DUTIES & RESPONSIBILITIES
The Supervising Attorney will work closely with the unit’s Managing Attorney, and will share supervision responsibilities of approximately ten staff, while carrying a reasonable caseload.

Responsibilities will include:
- Becoming knowledgeable and proficient in all of the ESU’s areas of practice.
- Supervision, mentoring, support, and evaluation of both new and experienced attorneys.
- Leading the Economic Security Unit’s pro bono program in coordination with the Managing Attorney and the Director of Private Attorney Involvement.
- Contributing to team building, outreach, effective client representation, and innovation.
- Attending NLSP management meetings and providing leadership input.
- Providing high quality civil legal services to address barriers to employment, violations of consumer rights, and access to public benefits.
- Advocating for clients and supervision of attorneys in both administrative and judicial forums such as the Social Security Administration, the Veterans Administration, the Office of Administrative Hearings, the Office of Human Rights, the DC Superior Court, the DC Court of Appeals, and within the DC Circuit.
- Conducting community outreach and legal information clinics on economic security topics.
- Participating in community partnerships to reach and serve more low-income D.C. residents.
QUALIFICATIONS

The ideal candidate will have the following:

▪ At least three years of experience providing legal services in one or more of the following areas:
  - Public Benefits: Social Security, TANF, SNAP, Unemployment Insurance, Medicaid/Medicare, IDA, and VA benefits.
  - Consumer Protection: student loan debt defense, consumer credit reporting, debt collection, unfair and deceptive practices, bankruptcy, and consumer banking and lending.
  - Returning Citizens Barriers to Housing and Employment: criminal record sealing and expungement, Youth Rehabilitation Act claims, “Ban the Box” claims (Fair Criminal Record Screening in Housing and Employment), Child Protection Registry removal, professional licenses.
  - Employment: wage theft, fair criminal record screening in employment, employment screening disputes, professional licenses, employment discrimination.
  - Housing: affirmative claims to obtain money damages from bad acting former housing providers.
▪ Familiarity with pro bono programs providing assistance to indigent clients.
▪ A JD from an accredited law school.
▪ Membership to the DC Bar in good standing or eligibility to become a member of the DC Bar.
▪ Willingness and ability to provide client-centered legal services and supportive supervision.
▪ Commitment to racial equity and economic justice.
▪ Creative problem-solving skills, patience, flexibility, and a team-oriented approach.
▪ Ability to work independently with minimal supervision and willingness to ask for help when needed.
▪ Excellent oral advocacy, excellent legal writing, and strong organizational skills.

SALARY AND BENEFITS

▪ Salary commensurate with experience, starting at $76,500 and increasing for each year of attorney supervision experience.
▪ Generous benefits package including excellent health, dental, and vision insurance and eight weeks of paid parental leave.
▪ Paid vacation, sick, and personal leave.
▪ Employer-paid life and long-term disability insurance.
▪ 403(b) Thrift Plan (voluntary retirement).

VACCINE REQUIREMENT

NLSP staff must be fully vaccinated against COVID-19 and receive all CDC recommended boosters as a condition of employment unless allowed an accommodation consistent with the law.

APPLICATION PROCESS: The position remains open until filled. [Apply here.]

NLSP HIRING POLICY

Neighborhood Legal Services Program is an equal opportunity employer, committed to inclusive hiring and dedicated to diversity in our staff. It is the policy of NLSP that no employee or applicant for employment or services will be discriminated against because of race, color, religion, national origin, age, sex, disability, sexual orientation, political affiliation, family responsibilities or family status, veteran’s status, or any other basis prohibited by law, including the D.C. Human Rights Act and Language Access Act.

NLSP thrives on our diversity, and we strongly encourage persons of color, women, LGBTQ+ individuals, veterans, persons with disabilities, returning citizens, and persons from other underrepresented groups to apply.