



Engaging Communities • Eliminating Barriers • Securing Justice

## **SUPERVISING ATTORNEY, HOUSING PRACTICE**

64 New York Ave NE, Suite 180, Washington DC • (202) 832-6577

[www.nlsp.org](http://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 Housing Practice Unit.

### **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 HOUSING LAW PRACTICE**

We believe that housing is a human right. Our housing unit works to ensure that all DC residents have access to safe, affordable housing by preserving, eliminating barriers to, and increasing affordable housing. We represent tenants in eviction cases, affirmative litigation to preserve affordable housing and prevent housing discrimination, building-wide conditions cases, voucher termination cases, and a variety of other cases. NLSP's housing work is community-focused and driven by the needs of low-income DC residents. As a member of NLSP's Housing Law Practice, we prevent hundreds of evictions each year, hold slumlords accountable, and secure tens of thousands of dollars for people who have experienced housing discrimination. We have a supportive and flexible work culture. We think of ourselves as a team, and we support each other in addition to supporting our clients. Our work is creative and fast-paced.

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, supervise approximately six attorneys and carry a reasonable caseload.

Responsibilities will include:

- Supervision, mentoring, support, and evaluation of both new and experienced attorneys.
- 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 clients in a variety of housing matters including eviction defense cases, housing discrimination cases, building-wide conditions cases, and voucher termination cases.

- Advocating for clients and supervision of attorneys in both administrative and judicial forums.
- Identifying and, with other NLSP staff, developing responses to systemic housing problems in DC.
- Conducting outreach including know-your-rights presentations and on-site intakes (in COVID safe ways) at a variety of locations where people need our services such as public housing complexes, libraries, schools, etc. as well as online presentations.
- Maintaining and/or developing community partnerships to help us serve more low-income DC residents.
- Conducting community outreach and legal information clinics on housing law issues.
- 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 housing law.
- A JD from an accredited law school and membership in 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 team-oriented approach.
- Ability to work independently with minimal supervision and willingness to ask for help when needed.
- Excellent oral advocacy skills.
- Strong organizational skills.
- Flexibility and a can-do attitude.
- Enthusiastic team player.

## **SALARY AND BENEFITS**

- Salary commensurate with experience, starting at \$84,760 with a maximum salary of \$95,160
- 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).

## **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.