ECONOMIC SECURITY UNIT BRIEF SERVICES ATTORNEY

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Neighborhood Legal Services Program of the District of Columbia (NLSP) has an immediate opening for a full-time attorney to provide brief services advocacy in our economic security practice.

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.

As a staff attorney, the successful candidate will be a member of both NLSP’s brief services unit and our economic security unit practice, providing advice and brief services to DC residents regarding economic security issues, including public benefits, record sealing and consumer cases. This is an excellent opportunity for someone who wants to serve clients directly but does not want to spend time in the courtroom or engage in litigation.

All NLSP staff members are currently working a hybrid work schedule. Once the offices are reconstituted all staff members will receive office assignments.

DUTIES & RESPONSIBILITIES

The Staff Attorney’s work will include:

- Serving as the first point of contact with clients for legal evaluation of their case.
- Gathering information, completing a preliminary analysis of the case Providing advice and brief services in economic security cases and assessing whether they are appropriate for extended representation.
- Adhering to program and case-handling policies, procedures, and standards of practice, and maintaining the highest professional ethical standards.
- Working with other NLSP staff to identify and develop responses to systemic economic security issues in D.C. that affect our clients.
**Participating actively as a member of the NLSP team, including participation in cross-office activities and advocacy, and professional development opportunities.**

**QUALIFICATIONS**

The ideal candidate will have the following:

- 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.
- 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 $60,500, and increasing for each year of relevant attorney 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 is available immediately and 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.