

**Job Announcement
Staff Attorney**

The Brooklyn Bar Association Volunteer Lawyers Project (VLP) has an exciting opportunity for a bilingual attorney to serve as its staff attorney in its foreclosure and consumer debt practices. The staff attorney will represent low-income homeowners in foreclosure matters and VLP clients in consumer law matters such as Chapter 7 bankruptcy, Fair Debt Collection Practices Act practice, and The Civil Legal Advice and Resource Office (CLARO). The staff attorney will have the unique opportunity to shape VLP's work and leadership in evolving practice areas as the economic and foreclosure crises continue, requiring innovative and coordinated responses. In addition to working directly with clients on their matters, the staff attorney will recruit, train, and supervise volunteer attorneys and law students to represent VLP clients in consumer and foreclosure matters. Litigation experience in consumer and/or foreclosure law is preferred but not required. New York State Bar admission is required. Fluency in Spanish is preferred but not required. Experience with low-income clients, and familiarity with public benefits, bankruptcy, consumer debt, family law, and housing law is preferred. We value strong organizational, interpersonal, communication, writing and computer skills.

Responsibilities:

- Recruit volunteer attorneys to provide pro bono representation to VLP clients by conducting CLE trainings and presentations on foreclosure, consumer debt, and bankruptcy
- Mentor and support volunteer attorneys, law students, and staff handling foreclosure, consumer debt and bankruptcy matters
- Oversee consumer and foreclosure court clinics, including staffing, recruitment and supervision of volunteers and law students
- Maintain a caseload of foreclosure, consumer debt and bankruptcy matters
- Conduct intake and provide advice and brief services to Brooklyn residents who are proceeding pro se in foreclosure, consumer debt and bankruptcy matters
- Conduct and organize community outreach and "know your rights" presentations
- Provide financial counseling to foreclosure clients
- Assist with grant reports and proposals as needed
- Serve on committees, task forces and panels relating to policy issues and reform efforts

Qualifications:

- Fluency in Spanish is preferred but not required
- Admission to New York State Bar
- 2-years of litigation, consumer debt, bankruptcy, or foreclosure experience after admission to the NYS Bar preferred but not required
- Passion for social justice and pro bono
- Exceptional attention to detail
- Strong problem-solving, interpersonal, and oral and written communication skills
- Flexibility, creativity, and a sense of humor
- Ability to thrive in a fast-paced environment and prioritize while working under multiple deadlines
- Outgoing and professional demeanor for interacting with a wide range of individuals from different cultures and backgrounds

Salary:

Competitive and commensurate with experience. Benefits include medical, dental, vision, life and long-term disability insurance, 401K plan with employer match, flexible spending accounts, pre-tax transit program, and liberal vacation policy.

About Us:

Since 1990, the Brooklyn Bar Association Volunteer Lawyers Project (VLP), a 501(c)(3) non-profit organization, has been committed to the premise that no New Yorker should be denied access to justice because of poverty, and that the private bar can provide a powerful force to ensure equal access through its pro bono efforts. Learn more about the VLP by visiting our website: www.Brooklynvlp.org.

Application:

Email resume, cover letter, and salary requirements to Jobs@Brooklynvlp.org. Only qualified applicants will be contacted for an interview. No phone calls, please.

The VLP is an equal opportunity employer.