



STAFF ATTORNEY –Low Income Taxpayer Clinic

Position: Staff Attorney in the Albany office of the Legal Aid Society of Northeastern New York to provide legal assistance to low income taxpayers in a variety of federal tax controversies. The Low Income Taxpayer Clinic (LITC) attorney will provide outreach, education and legal assistance to low income taxpayers located in the LASNNY 16 county service area.

Responsibilities: The attorney will be responsible for providing legal advice, outreach, education and representation with respect to federal income tax issues through LASNNY’s Low Income Taxpayer Clinic. The staff attorney will provide ongoing representation to eligible clients in this controversy clinic funded by the IRS. The staff attorney will also work with the Clinic Director and other LITC staff attorney in designing and conducting training, outreach and community legal education activities in the 16 counties served by the LITC and will be expected to supervise law clerks and support staff and work with LASNNY Private Attorney Involvement Program staff and pro bono volunteers. The attorney will also be responsible for maintaining accurate records and securing and entering data for required reports.

Qualifications: 3 years prior legal experience or equivalent. Prior Federal and NYS Tax experience required. LITC Clinic experience preferred. Admitted to New York State Bar. Must be intelligent, hardworking, careful, reliable, have good judgment, attention to detail and a demonstrated commitment and sensitivity to the low-income community. Must be able to communicate effectively with clients and staff, work independently and efficiently and be able to problem solve and work collaboratively with community partner agency staff. Must be willing to travel throughout the 16 county service area, and have a car and a clean valid New York driver’s license. Strong computer, administrative, reporting and data entry skills required. Ability to speak Spanish a plus.

Salary: up to \$52,123 DOE. Excellent fringe benefits

Closing Date: Friday, April 20, 2018

To apply, please go to www.lasny.org OR

- 1) Complete the [Application linked here](#), or the [mobile-friendly application linked here](#)
- 2) Complete the [Demographic Survey linked here](#)

No applications will be accepted without a writing sample, cover letter and resume.

We are Equal Opportunity/Affirmative Action employer. Minorities, women, LGBT persons, the elderly, applicants and recipients of public assistance and people with disabilities are strongly encouraged to apply.