



Legal Aid Society

NORTHEASTERN NEW YORK

95 Central Avenue, Albany, New York 12206
(800) 462-2922 • (518) 462-6765 • Fax: (518) 427-8352

This office serves Albany, Columbia, Greene, Rensselaer and Schenectady Counties.

Sanjeeve DeSoyza
President

Lillian M. Moy
Executive Director

Peter D. Racette
Deputy Director

Wendy Wahlberg
Deputy Director

LEGAL AID SOCIETY OF NORTHEASTERN NEW YORK STAFF ATTORNEY SERVING SCHENECTADY COUNTY

Responsibilities: The attorney will be responsible for implementing LASNNY's partnership with the Schenectady Community Action Program (SCAP) to provide legal assistance to homeless households and assist at risk and homeless families in the Capital Region secure and maintain appropriate shelter and safe and affordable permanent housing and necessary financial supports.

The attorney will implement a SAMHSA (Substance Abuse and Mental Health Services Administration) funded grant to provide legal assistance to the homeless in partnership with SCAP and other community partner agencies. The attorney will also provide legal assistance to eligible Schenectady County homeless households enrolled in the SCAP Rapid Rehousing program in a wide variety of civil legal matters to promote and enhance housing and income stability by securing mainstream income benefits and addressing legal barriers to securing and maintaining permanent housing. The attorney will make referrals and link clients to other agencies providing services such as child care, employment, behavioral and physical health services. In the Capital Region the attorney will assist homeless households secure and maintain shelter and temporary housing assistance until appropriate and safe permanent housing is secured.

The attorney will also assist households at risk of homelessness in the Capital Region by preventing evictions, securing income and mainstream benefits, including housing related emergency and ongoing public assistance, addressing legal barriers to securing and maintaining permanent housing and making appropriate referrals to services. The attorney also will assist with denials and terminations of public or subsidized housing and address illegal lockouts, substandard housing conditions and tenants harmed by mortgage and tax foreclosures and housing code enforcement shutdowns.

The attorney will work collaboratively with SCAP staff and other LASNNY attorneys and Capital Region human service providers. The attorney will also work closely with the Schenectady County Coordinated Entry team, and will be expected to maintain records required by SAMHSA and the Rapid Rehousing Program and to become familiar with and utilize the Homeless Management Information System (HMIS).

Requirements: Admitted to New York State Bar. One to five years' experience. Applicants must demonstrate a strong commitment to helping homeless and disadvantaged people overcome institutional barriers to employment, safety, housing and income supports. 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. Training or experience in community lawyering or community organizing or engagement, demonstrated strong listening and relationship building skills, experience, creativity and willingness to use varied legal and non-legal advocacy tools. Must be willing to travel throughout the 16 county service area, and have a car and clean valid



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New York State driver's license. Strong computer, administrative, reporting and data entry skills required. Ability to speak Spanish is a plus.

Salary Range: \$46,307-\$57,561 DOE. We are a unionized program and our fringe benefits are excellent.

Application deadline: December 19, 2018

Any applications that do not have a cover letter, resume and writing sample will not be considered.

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

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

2) Complete the [Demographic Survey linked here](#)

We are Equal Opportunity/Affirmative Action employer. Minorities, women, the elderly, LGBTQ persons, Protected Veterans and people with disabilities are strongly encouraged to apply.