

# Legal Assistance of Western New York, Inc. ®



We provide free legal aid to people with civil legal problems in western New York.

[www.lawny.org](http://www.lawny.org)

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## Staff Attorney- Olean

### POSITION ANNOUNCEMENT (APRIL 2018)

#### **STAFF ATTORNEY: OLEAN, NY**

The Olean office of Legal Assistance of Western New York, Inc.® (LawNY®) has an immediate opening for a full time Staff Attorney. This is a General Practice position, emphasizing tenant advocacy, eviction defense, elder law and family law to low income clients needing representation in Cattaraugus County. Additional duties include participation in community organizations and activities that address the needs of low-income housing consumers.

Legal Assistance of Western New York, Inc.®, is a not-for-profit law firm which provides civil legal services to low-income clients in a fourteen county region in western New York State. The Olean office covers Cattaraugus County and provides representation in elder law, family law, landlord-tenant proceedings, mortgage foreclosure, and public benefits cases. Located between the Allegheny Mountains to the south and the Allegheny Plateau to the north, Cattaraugus County is a premier destination for skiers, paddlers, hikers, mountain bikers, birders and anyone else who enjoys year-round outdoor activities.

LawNY® practices in a wide variety of courts, including justice court, state and county court, bankruptcy and federal court, as well as administrative proceedings. Program staff including attorneys and paralegals work across areas of specialization to bring a holistic approach to issues affecting our clients and communities. LawNY® focuses on meeting the legal needs of individual clients, as well as addressing systemic problems that create barriers for clients living in poverty.

**Requirements:** Applicants should have a commitment to working with low-income clients, have excellent oral and written communication skills and strong interpersonal and organizational skills. Applicants must be admitted to the New York State Bar. Law school graduates who have taken the first available New York State Bar examination following completion of law school may qualify for a practice order pending admission to the New York State Bar pursuant to the LawNY® practice order. Attorneys admitted in another jurisdiction may qualify for a practice order for up

to (18) months pursuant to court rule.

**Salary:** Salary is dependent on experience and is based on a pay scale with annual increments. The salary for an entry-level attorney is \$46,500 and increases to \$52,600 for an attorney with (5) years of experience. LawNY® provides an excellent health and benefit package with generous leave provisions. This position is considered exempt under the Fair Labor Standards Act.

**Procedure:** Applicants should submit a cover letter describing their qualifications, a resume, legal writing sample and the name and contact information for (3) references to the attention of Jeffrey Reed, Managing Attorney to: [lawnyapplications@lawny.org](mailto:lawnyapplications@lawny.org) by May 25, 2018. Applications may be accepted beyond that date until the position is filled.

Legal Assistance of Western New York, Inc.® (LawNY®) is an equal opportunity employer. LawNY® encourages applications from diverse candidates. LawNY® welcomes applications regardless of race, color, religion, sex, gender identity, sexual orientation, pregnancy, national origin, age, disability, genetic information or any other consideration protected by law.

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