

# 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 - Elmira

### POSITION ANNOUNCEMENT (OCTOBER 2018)

#### **VICTIM RIGHTS STAFF ATTORNEY (ELMIRA, NY)**

The Elmira office of Legal Assistance of Western New York, Inc.® (LawNY®) has an opening for a Staff Attorney to provide legal advice and representation to victims of crime, including survivors of domestic violence and sexual assault, on a range of civil legal issues, including orders of protection, custody, support, housing, public benefits, employment, health, education and consumer law, as well as victims' rights enforcement. This project will involve close coordination with the local domestic violence and sexual assault services agencies, as well as with the New York Crime Victims Legal Network. The project is funded by a grant from the New York State Office of Victim Services.

**Program:** LawNY® is a not-for-profit organization which provides civil legal services to low-income clients in a fourteen-county region in western New York State. The Elmira office directly serves the residents of Chemung and Schuyler Counties. LawNY® practices in a wide variety of courts, including justice court, state and county court, bankruptcy court and federal court, as well as administrative agency proceedings. Program staff includes attorneys and paralegals who work across areas of specialization to bring a holistic approach to addressing 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 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 a court rule. Applicants should have relevant legal experience and a demonstrated commitment to working with victims of crime, as well as excellent oral and written communication skills.

**Salary:** Salary is dependent on experience and based on a pay scale with annual increments. The entry-level salary for a Staff Attorney is \$46,500 increasing to \$52,600 for an attorney with five years' experience. LawNY® provides an excellent health and benefits package as well as generous leave. This position is considered Exempt under the Fair Labor Standards Act.

**Procedure:** Applicants should submit the following:

- (1) a cover letter describing their interest and qualifications,
- (2) resume,
- (3) writing sample, and
- (4) three references

to the attention of Mr. Thomas Dubel, Deputy Director, via email to: [lawnyapplications@lawny.org](mailto:lawnyapplications@lawny.org) by **November 15, 2018**.

Legal Assistance of Western New York, Inc.® (LawNY®) is an equal opportunity employer.

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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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