

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

General Practice Staff Attorney- Olean

POSITION ANNOUNCEMENT (March 2021)

OLEAN, NY

FULL-TIME STAFF ATTORNEY

The Olean office of Legal Assistance of Western New York, Inc.® (LawNY®) has an immediate opening for a full time Staff Attorney in our General Law Unit. The attorney will defend tenants and homeowners in eviction proceedings and foreclosure proceedings but will also work in the Disability Advocacy Project representing people who have been denied Social Security benefits and with the Cattaraugus County Family Court Project which represents qualified individuals in child custody cases, neglect and abuse cases, family offense cases and child support cases assigned in Cattaraugus County Family Court.

The Olean office of LawNY® is nestled in the Enchanted Mountains of New York State providing abundant opportunities for paddling, mountain biking, skiing, snowshoeing, birding, hiking, hunting and fishing. Because of the ongoing pandemic, the Olean office staff work virtually or in teams and all court appearances are virtual.

LawNY® is committed to equitable inclusion across race, gender, sexual orientation, gender identity, age, ability, sex, religion, economic circumstances, ethnicity, national origin, and culture. We are striving to transcend the construct of race and be an anti-racist law firm. We encourage staff to bring their whole selves to work each day and pledge to celebrate every aspect of who they are.

Organization Description: LawNY® is a not-for-profit organization which provides civil legal services to low-income clients in a fourteen-county region in central and western New York State. The Olean office serves Cattaraugus County in western New York. The office provides legal

advice and representation in the areas of housing, foreclosure defense, public benefits, family, employment and consumer law. LawNY® practices in a wide variety of courts, including town and village 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 should have relevant legal experience as well as excellent oral communication skills. Applicants should 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 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 based on a pay scale with annual increments. Beginning salary for a Staff Attorney with no prior experience is \$50,000 and the salary for a Staff Attorney with five years of relevant experience is \$57,500 as per the LawNY® salary scale. We also provide an excellent package of fringe benefits including health, disability, and life insurance as well as generous leave provisions.

Procedure: Applicants should submit the below materials to the attention of Jeffrey M. Reed, Managing Attorney via email to lawnyapplications@lawny.org. All applications and inquiries should be sent by May 1, 2021 to ensure full consideration. Applications will be accepted beyond that date until the position is filled.

1. A cover letter describing qualifications
2. Resume
3. Writing sample
4. Contact information for (3) references

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. This position is considered Exempt pursuant to the Fair Labor Standards Act.

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<http://www.lawny.org/node/434/general-practice-staff-attorney-olean>

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