

Queens Legal Services (QLS) seeks a full-time staff attorney for its Low-Income Taxpayer Clinic (LITC) to start immediately.

### **About Us:**

Founded in 1967, QLS seeks equal access to justice for all low-income residents of Queens through a range of legal advocacy, education, and community partnerships. We provide free legal counseling, representation, and referrals in civil matters involving the essentials of life including housing, public and disability benefits, domestic violence prevention, consumer and homeowner protections, access to education, and employment rights to eligible low-income individuals and families. We work with our clients and partners to identify and address root causes for systemic inequalities in Queens and throughout New York City.

We provide civil legal services from our Community Law Center in Jamaica and at the Queens Family Justice Center (QFJC) where we are the founding on-site community partner. We are part of a network of local programs that make up Legal Services NYC (LSNYC), the largest free civil legal services provider in the United States.

The QLS LITC was established in 2004. We have recovered hundreds of thousands of dollars in refunds and eliminated even more than that in tax debt for our clients.

### **Responsibilities:**

The staff attorney will join a vibrant practice in the heart of Southeast Queens, serving low-income taxpayers throughout the borough. We are looking for candidates who are excited to work in a fast-paced environment on federal and related NYS personal income tax controversies representing low-income and ESL taxpayers before the Internal Revenue Service and NYS Department of Taxation and Finance, in the US Tax Court and Federal District Court. The attorney will be expected to work closely with community-based organizations, to educate low-income and ESL taxpayers about their rights and responsibilities as US taxpayers, and to publicize the LITC and its services.

### **Experiences and Qualifications:**

- A demonstrated passion for social justice and commitment to working with immigrant communities, communities of color, and low-income communities to advance equity;
- Excellent analytical, research, and writing skills;
- Strong interpersonal, communication, time management, and organizational skills;
- Enthusiasm for and experience developing partnerships with the community-based advocates;
- A facility working with software technology and proficiency in the entire MS Office suite;
- Experience with LegalServer or other case management systems (preferred);
- Fluency or strong proficiency in Spanish, Mandarin, Cantonese, Bengali, or Korean (preferred);
- Litigation advocacy experience with federal income tax issues (preferred); and
- Admission to the New York State Bar and eventually the U.S. Tax Court.
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### **How to Apply:**

Interested candidates should email a cover letter, resume, two recent writing samples, and the names of three references with the Subject Line: "Tax Staff Attorney" to [jobs@queenslegalservices.org](mailto:jobs@queenslegalservices.org). Only candidates selected for interviews will be contacted. No telephone calls, please.

QLS is an equal-opportunity employer and is committed to race, gender, and economic justice in our work and within our workplace. People of color, women, people with disabilities, LGBTQ+ people, and people over the age of 40 are welcome and encouraged to apply. QLS is a part of the Legal Services NYC network and provides competitive salary and benefits in accordance with the Legal Services NYC Collective Bargaining Agreement. Our staff are members of the LSSA/NOLSW UAW Local 2320.

All employees are strongly encouraged to continue to receive and maintain up-to-date Covid vaccinations unless they are unable to for medical or religious reasons.

### **Salary Range (Based on years of experience):**

- 1-10 years: \$74,881 - \$98,355
- 11-20 years: \$100,605 - \$118,773
- 21+ years: \$124,254 - \$135,637