Bronx Legal Services seeks a staff attorney to work in Legal Hand’s Bronx storefront neighborhood office.

**About Us:**

Bronx Legal Services is the largest provider of free civil legal services in the borough, and is part of Legal Services NYC’s network of local programs throughout New York City. Our mission is to advance society’s promise to its most vulnerable members that they are entitled to equal access to our legal system. For 50 years, we have provided civil legal services that help our clients meet their essential needs and have challenged the systemic injustices that keep them poor.

**About Legal Hand:**

Legal Hand is a community organization that provides information and assistance to visitors to help them resolve problems before they become court cases, and empowers visitors to help themselves. At Legal Hand, our trained community volunteers provide free legal information, assistance and referrals to help members of low-income communities resolve issues that affect their lives, in areas like housing, family, immigration, divorce, domestic violence and benefits, and try to prevent problems from turning into legal actions. [http://www.legalhand.org](http://www.legalhand.org)

**Responsibilities:**

The attorney will work with the volunteer coordinator to train and support local volunteers, participate in community outreach events, and serve as a resource to the volunteers who provide legal information and referrals. The attorney will also develop community legal resource workshops, and work closely with community-based organizations, faith-based networks and social service agencies to organize and lead programs in areas such as housing, family law, employment and public benefits programs. The position will require presence at the Legal Hand office 4 days in person, with a 1 day remote option. It may also include some evening and weekend hours.

**Experience & Qualifications:**

We seek a candidate with the following:

- A demonstrated passion for social justice and commitment to working with low-income communities and communities of color to advance equality;
- Excellent analytical and writing skills;
- 3+ years’ experience in civil legal services, such as housing, public benefits, family law, immigration and/or related advocacy;
- Excellent writing, communication, time management and oral presentation skills;
- Ability to work some evening and weekend hours;
- Bilingual in English and Spanish strongly preferred;
- Enthusiasm for partnering with community-based advocates and organizations; and
- Experience working with diverse communities.

**Health Recommendation**

All employees are strongly encouraged to continue to receive and maintain up-to-date Covid-19 vaccinations unless they are unable to for medical or religious reasons.

**How to Apply**

To apply for this position, send a cover letter, resume and the names of three references via email to: Sandra Sanchez, ssanchez@lsnyc.org

The email should include "Legal Hand" in the subject line.

Only candidates selected for interviews will be contacted. No telephone calls please.

Bronx Legal Services is an equal opportunity employer. People of color, women, people with disabilities, gay, lesbian, bisexual, and transgender people, and people over the age of 40 are welcome and encouraged to apply.

**Salary Range (Based on years’ experience):**

- 1-10 years: $73,593 - $96,664
- 11-20 years: $98,875 - $116,730
- 21+ years: $122,117 - $133,304