

Manhattan Legal Services (MLS) seeks a Deputy Director to join the dynamic leadership team of a community-based legal advocacy center with over 100 advocates and a \$15 million annual budget. The Deputy Director will work closely with the MLS Project Director to assist the Project Director in all aspects of the leadership and management of the program.

Our Organization:

Manhattan Legal Services is part of Legal Services NYC (LSNYC), the largest provider of free civil legal services for low-income people in the country. The Manhattan office is dedicated to providing high-quality legal services in the areas of housing, family law, public benefits, employment, immigration, consumer, LGBTQ, and disability rights. We work in partnership with community-based organizations in the communities we serve to address the causes of homelessness, hunger, and family disintegration. This is an exciting opportunity for a skilled and motivated leader and attorney.

Role & Responsibilities:

The Deputy Director would collaborate with the Project Director and Director of Litigation to implement a vision of high-quality, high-impact legal services with a community-lawyering perspective to fulfill our mission of fighting poverty and seeking racial, social, and economic justice. Primary responsibilities would include:

- Providing supervision, guidance, and support to one or more of MLS's legal work directors;
- Leading MLS's legislative outreach efforts by deepening relationships with elected officials and community groups and, in partnership with the Director of Litigation, overseeing broader legislative advocacy efforts;
- Leadership of special projects;
- Overseeing pro bono efforts, including deepening relationships with pro bono partners;
- Partnering with LSNYC's communication department to increase the volume and effectiveness of our external communications such as social media

Experience & Qualifications:

Qualifications include:

- Lawyer admitted to the New York Bar or eligible for admission.
- At least ten years of experience in legal services or similar settings is preferred with a minimum of eight years of legal services experience required.
- Depth and breadth of experience in developing and managing individual and systemic litigation and advocacy, including the supervision of lawyers at all levels of experience.
- Vision for legal services practice that addresses systemic poverty, race, and justice issues.
- A demonstrated passion for social justice and extensive experience working with low-income communities and communities of color to advance equity.
- Understanding of and demonstrated commitment to community lawyering.
- Demonstrated commitment to diversity, equity, inclusion, and belonging including a belief in and ability to foster a diverse workplace.
- Excellent interpersonal skills.
- Collaborative, inclusive, and respectful style of leadership with an ability to build consensus.
- Familiarity with the communities we serve.
- Advocacy experience in one or more of the areas relevant to MLS practices, such as housing, family law, immigration, public benefits, LGBTQ/HIV advocacy, education, disability and/or race, gender, civil rights, and economic justice.

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

We welcome and encourage applications from candidates of color, women, people with disabilities, gay, lesbian, bisexual and transgender people.

Interested individuals should email a cover letter, resume and writing sample to jobpostingsmls@lsnyc.org with the subject line "Deputy Director."

Salary Range: \$112,000-\$178,000