



610 S. Ardmore Avenue, Los Angeles, CA 90005, Tel: (213) 385-2977, Fax: (213) 385-9089, Website: www.publiccounsel.org

JOB ANNOUNCEMENT

DIRECTING ATTORNEY HOMELESSNESS PREVENTION LAW PROJECT

ORGANIZATIONAL BACKGROUND

Public Counsel is the largest *pro bono* public interest law firm in the country. Founded in 1970, it is dedicated to advancing equal justice under law and addressing economic, racial, and other inequities by delivering free legal and social services to the most vulnerable members of our community. Public Counsel operates eight legal projects: Children's Rights, Community Development, Consumer Rights, Homelessness Prevention, Immigrants' Rights, Veterans' Rights, the Audrey Irmes Project for Women & Girls' Rights, and our impact litigation project, Opportunity Under Law. Public Counsel has a full-time staff of over 130. We seek to have a racially inclusive staff.

JOB SUMMARY

The Homelessness Prevention Law Project (HPLP) Directing Attorney will manage a dynamic and growing team of advocates, including attorneys, paralegals, and administrative staff, in the delivery of legal services, policy advocacy, and litigation. As public support to address causes of homelessness increases, the HPLP is responding by increasing its capacity to provide eviction defense and tenant counseling services, in addition to other critical legal support for low-income communities.

The Directing Attorney will work with members of the HPLP and other firm leadership to determine the strategic direction of the HPLP and oversee its implementation. The Directing Attorney will also work collaboratively with all members of the HPLP to implement any new projects or initiatives. This role provides an exciting opportunity for an individual who is passionate about working collaboratively with a diverse group of professionals committed to alleviating homelessness and making a difference in the lives of individuals and the broader community.

DUTIES & RESPONSIBILITIES

- Works with the HPLP's supervising attorneys to design new programs to expand Public Counsel's delivery of services;

- Coordinates seeking sources of funding to sustain the HPLP's objectives, as well as maintenance of current grant funding and reporting;
- Leads collaborative processes with the HPLP team in designing new programs and making necessary changes to existing programs;
- Advocates for solutions to homelessness and housing instability;
- Serves as a lead attorney in oversight, coordination, and collaboration with HPLP staff and other Public Counsel projects in housing policy and litigation to address causes of housing instability;
- Coordinates with community partners and other Public Counsel projects to address the causes and consequences of homelessness;
- Oversees budget development and management of HPLP budgets;
- Convenes biweekly HPLP team meetings, reporting progress on achieving the HPLP's objectives;
- Regularly meets with HPLP staff to develop staff's skills and abilities, proactively seeking opportunities for HPLP's attorneys and non-attorneys to grow in their roles;
- Collaborates with the HPLP team in creation and implementation of equitable department staffing policies and practices (e.g. interviewing, hiring, ongoing training, annual evaluations, etc.);
- Works productively with coalitions, working groups, and volunteers;
- Conducts and coordinates outreach directed towards key audiences such as immigrants, low-income households, communities of color, community organizations, government agencies, and news outlets;
- Manages and collaborates with pro bono attorneys on housing matters; and
- Prepares requisite reports for the executive team.

QUALIFICATIONS

- Member in good standing of the State Bar of California with at least 10 years of practice preferred.
- Expertise with state and/or federal litigation in real estate law, housing, and/or homelessness-related issues preferred.
- Experience and comfort working with indigent clients, homeless clients, and/or clients with HIV/AIDS, substance abuse challenges, and/or mental health issues.
- Demonstrated commitment to race equity and economic justice.
- Commitment to trauma-informed legal advocacy.
- Experienced cross-functional communicator.
- Strong written and oral communication skills.
- Strong interpersonal, management, and organizational skills.
- Collaborative, transparent management style.
- Ability to read, write, and speak fluently in Spanish is a plus.

START DATE AND COMPENSATION

- This position is available immediately. Annual salary starts at \$125,000 and is commensurate with abilities and experience.
- Immediate full-time, exempt position
- Public Counsel offers a competitive benefits package including: (1) medical, dental, and vision coverage with both HMO and PPO options, (2) the option to enroll in a Flexible Spending Account, (3) a 403(b) retirement plan with elective contribution and an employer contribution after a year of employment, and (4) employer-paid life insurance and disability plans.
- Public Counsel follows all emergency state and local orders arising from the current COVID-19 pandemic. Though generally this position is office-based, currently all staff must work remotely from their homes. Public Counsel will assess when the physical office will reopen in a manner consistent with public health and local and state emergency orders.

TO APPLY

We value lived experiences and experiences working with our clients across a range of settings. Please consider discussing such experiences in your cover letter, especially if they are not reflected in your resume.

Resume, cover letter, and writing sample requested.

APPLICATION DEADLINE

Continuous until position is filled.

TO APPLY

Please send a cover letter and resume to:

Cindy Pánuco

Vice President and Chief Program Officer

Public Counsel

610 S. Ardmore Avenue

Los Angeles, CA 90005

Fax: 213/385-9089

Email: pcapplicant@publiccounsel.org

No phone calls please.

Public Counsel is an Equal Opportunity Employer

All qualified applicants shall receive consideration for employment without regard to race, color, religion, national origin, ethnic group identification, ancestry, sex, age, marital status, political affiliation, condition of physical or mental disability, gender identity or sexual orientation, in accordance with requirements of Federal and State laws.

All qualified applicants with criminal histories will be considered in a manner consistent with the requirements of the Los Angeles Fair Chance Initiative for Hiring.