



LINOX HILL NEIGHBORHOOD HOUSE  
SINCE 1894

**BILINGUAL HOUSING ATTORNEY POSITION AVAILABLE**

Lenox Hill Neighborhood House's Legal Advocacy Department of 23 lawyers and legal advocates is seeking a **Bilingual Housing Attorney** to join our growing team that provides free civil legal services to low-income individuals and families on the East Side of Manhattan. The **Bilingual Housing Attorney** will join our efforts to prevent tenant harassment and displacement throughout Manhattan. This is a wonderful opportunity for a dedicated public interest attorney to join an established community-based legal services program in a dynamic nonprofit organization.

Lenox Hill Neighborhood House, widely recognized as one of New York's premier human services providers, is a 124-year-old settlement house that provides an extensive array of effective and integrated services—social, educational, legal, health, housing, mental health, nutritional and fitness—which significantly improve the lives of 15,000 people in need each year, ages 3 to 103, on the East Side of Manhattan. Our clients include older adults, homeless and formerly homeless adults, children and families, recent immigrants, people with disabilities, adult learners and more. Our Legal Advocacy Department assists over 4000 low-income individuals and families each year with diverse civil legal issues such as housing, health care, government benefits and advance directives. We operate through a multidisciplinary holistic approach to legal representation, such that our clients receive assistance not only with their civil legal needs, but also have access to our social workers, care managers, ESOL classes and more within our organization. This synergy of legal advocacy and social services creates a powerful tool to achieve social and legal justice for those in need. For more information on Lenox Hill Neighborhood House, please visit our website at [www.lenoxhill.org](http://www.lenoxhill.org).

The **Bilingual Housing Attorney** will be an integral member of our Legal Advocacy Department, which provides comprehensive legal services in the areas of housing, health care, access to government benefits and advance directives to low income individuals on Manhattan's East Side (14<sup>th</sup> Street to 143<sup>rd</sup> Street). Our team of lawyers and legal advocates represent individuals in court and administrative forums; assist individuals with securing critical income supports and entitlements; and provides advice, counseling, advocacy and referrals to clients as needed. We also conduct community education workshops for clients, staff members, community residents, pro bono attorneys, and social service providers.

The **Bilingual Housing Attorney** will work on a variety of civil legal issues, with a particular focus on housing and government benefits. Responsibilities will include:

- Conducting client interviews and intake;
- Providing legal advice and information to low income individuals;

- Representing clients in housing-related judicial and administrative forums;
- Conducting community legal education workshops and working collaboratively with Lenox Hill Neighborhood House staff and other social service providers;
- Supervising volunteers and legal interns; and
- Interfacing with our private law firm pro bono partners.

**Qualifications:**

A successful candidate must be admitted to the New York Bar; have excellent oral advocacy, written, analytical, computer, and organizational skills; a demonstrated commitment to poverty law issues and social justice; and an understanding and sensitivity to the needs of our clients. Spanish fluency required. Housing or other social justice experience preferred. We offer a competitive salary and benefits package.

**To apply:**

Interested applicants should send a cover letter, resume, writing sample, and list of references to: [legalthiring@lenoxhill.org](mailto:legalthiring@lenoxhill.org). Applications will be accepted on a rolling basis until the position is filled. No phone calls please.