

HOLOCAUST SURVIVOR SERVICES – TENANTS’ RIGHTS ATTORNEY

CLASSIFICATION: Attorney II (Union Exempt)	SALARY: \$65k + DOQ
DEPARTMENT: Legal	FLSA STATUS: Exempt
REPORTS TO: Directing Attorney	APPLICATION OPEN: Until Filled

For over 40 years, Bet Tzedek Legal Services has provided high-quality, free legal services to Los Angeles’ most vulnerable residents. In 2008, Bet Tzedek launched the Holocaust Survivors Justice Network (HSJN) in more than 30 cities throughout the United States to provide pro bono assistance to Holocaust survivors seeking reparations payments from Germany and other European countries. In the years since, Bet Tzedek expanded HSJN’s services to assist survivors with elder law issues, including advance planning, federal public benefits, and tenants’ rights. Bet Tzedek seeks an ambitious mid-career attorney to spearhead tenants’ rights trainings for social service and legal aid providers nationwide.

Key to the success of any candidate in this position will be strong project management skills, an ability to work collaboratively with partners, and the ability to grow a program with the goal of maximizing impact in the survivor community. Under the direction of the program’s Directing Attorney, this staff attorney will work closely with team members to identify pro bono and legal services partners; facilitate and support the placement of cases with pro bono counsel, or, where appropriate, with legal aid organizations; collaborate with housing experts to facilitate the provision of “know your rights” presentations to Holocaust survivors; train and support Holocaust survivors’ case workers on housing issues their clients may face; and capture data integral to the project.

ESSENTIAL DUTIES:

- Coordinate between Bet Tzedek, social service providers, pro bono law firms, and legal services providers to obtain legal representation for Holocaust survivors experiencing housing issues.
- Research and remain current on housing laws in jurisdictions where project currently exists as well as issues and trends facing elderly tenants and homeowners.
- Collaborate with Bet Tzedek’s expert Holocaust and Elder Law service providers to develop educational and outreach materials for Holocaust survivors and social service providers.
- Maintain accurate records of volunteers, referral partners, clients, and client outcomes.
- Collaborate with Bet Tzedek’s expert Holocaust and Elder Law service providers to develop and share best practices and trainings.
- Collaborate with Development Staff to meet all relevant grant reporting requirements, including helping compile and interpret data and draft narratives.
- Provide operational support to the Directing Attorney and Holocaust Team for presentations, data collection, relationship building, and project continuity.

QUALIFICATIONS:

- Demonstrated commitment to Bet Tzedek’s mission to provide free legal services to those who need them most. (required)
- Demonstrated commitment diversity, equity, and inclusion. (required)
- Active member of California State Bar in good standing or licensed in another state and eligible to practice under CRC Rule 9.45 (required).
- Experience in landlord-tenant law (required).
- Willingness to train and work with volunteer attorneys and students (required).
- Experience designing and delivering technical assistance in legal services (preferred).
- Minimum one-to-two years non-profit legal services experience (preferred).

HOW TO APPLY: Email letter of interest and resume to resume@bettzedek.org (Subject: “HSJN-TP”)

Note: This position is part of a special program created using designated funds; there is no assurance of ongoing funding or employment beyond the period for which the funds are obtained.

To best serve our communities Bet Tzedek seeks a diverse staff with cultural competency reflecting our client populations. We strongly encourage candidates from traditionally underrepresented communities and historically oppressed groups to apply.