

Director of Impact Litigation/Supervising Attorney

Description:

The Center for Elder Law & Justice (CELJ) is a 48 person nonprofit law office with three offices located throughout Western New York. It is our mission to use the legal system to help our clients live independently and with dignity.

CELJ is seeking a full- time Supervising Attorney/ Director of Impact Litigation to lead our team in the fight to protect and expand the rights of older people and persons with disabilities across the state via litigation, individual representation and investigations.

RESPONSIBILITIES

Litigation Development:

- Develop, manage and supervise CELJ's systemic litigation:
 - Identify impact litigation opportunities across the state.
 - Working with the Supervising & Staff Attorneys, ensure ongoing development of litigation on issues that impact our clients.
 - Oversee all CELJ's impact litigation activities, including investigation, research, discovery, motion pictures, trial work, and appellate practice.
 - Review pleadings, briefs, letters, presentations, and other attorney work product.
 - Ensure that attorneys are seeking attorneys' fees where appropriate.
- Maintain an active caseload of representation of cases in the areas of foreclosure, public benefits and health care.
- Develop and expand collaborations with partner organizations and private firms in Western New York and across the country on litigation and other systems change efforts.
- Assist the CEO in developing and implementing CELJ's priorities, including the development of litigation strategies, budgets and resource development.

Leadership and Supervision:

- Support and supervise a team of experienced and newer attorneys,
- Ensure high-quality representation by attorneys through regular case review, advocacy skills training, and other quality assurance mechanisms. Ensure CELJ's legal work incorporates best practices.
- Contribute to the development and implementation of organization policies and procedures related to litigation, representation and related matters.

- Regularly report on CELJ's casework, including contributing to reports to CELJ's funders.
- Provide orientation, training, supervision, and evaluation of attorneys and others as assigned.
- Lead regular meetings of CELJ's legal staff to discuss issues impacting our clients and develop creative legal strategies.
- Assist in setting targets for attorney's fees in the annual budget and lead the CELJ staff in meeting those targets.

Systemic Advocacy:

- Work collaboratively with policy, outreach, and fiscal management staff on CELJ's systems change efforts.
- Participate in traditional media appearances (TV and radio), social media activities, and other communication efforts, including, with the input of our Communications Director, drafting press releases and newsletters related to CELJ's litigation.

Continuing Education:

- Stay current with relevant changes in state and federal law.
- Maintain continuing legal education requirements required by the NY bar and attend trainings to maintain and improve or refine advocacy skills and substantive knowledge.

Requirements:

Required Qualifications:

- Commitment to enforcing and expanding the rights of low income persons across New York through individual and systemic litigation.
- Strong analytical and strategic skills and experience developing litigation.
- Juris Doctor from an accredited law school; licensed to practice law in New York.
- A minimum of 10 years practicing law.
- Exceptional skills in drafting complex briefs, pleadings and motions, conducting depositions, and trial work.
- Passion about litigation and the use of litigation to improve the lives of older persons, persons with low incomes and persons with disabilities.
- Experience with class action, major impact, or other systemic litigation.
- Experience in some or all of the following: foreclosure defense, disability law, consumer law, and health law including, but not limited to Medicaid, Medicare, the Americans with Disability Act and/or other federal or state laws impacting our target populations.

- Three years' experience in providing direct supervision of attorneys engaged in litigation practice.

To Apply:

Send cover letter expressing your interest in and qualifications for the position; resume; description of significant state and federal cases litigated, including your role in them; and a writing sample/brief (not to exceed 30 pages) by email to:

knicolson@elderjusticenyc.org.

No phone calls please.

CELJ is an affirmative action/equal opportunity employer and welcomes all to apply, including veterans and individuals with disabilities. Employer recruits without regard to sex, race, sexual orientation, or gender identity, and any such candidates are strongly encouraged to apply.