**ABOUT US**

Sanctuary for Families is New York's leading service provider and advocate for survivors of domestic violence, sex trafficking and related forms of gender violence. Every year, Sanctuary empowers thousands of adults and children to move from fear and abuse to safety and stability, transforming lives through a comprehensive range of services. We provide a range of wrap-around services to help survivors rebuild their lives in the aftermath of abuse, and work to end gender violence through three key strategies: direct services, outreach and training, and systems-change advocacy. Our services are available in 11 locations throughout New York City.

**POSITION OVERVIEW**

Sanctuary for Families, Center for Battered Women's Legal Services, the largest provider in the U.S. of legal services exclusively for victims of domestic violence and related forms of gender-based violence, seeks a dynamic individual with a commitment to working with victims and survivors. The Staff Attorney will primarily handle housing matters such as eviction and HP actions in the housing courts of the five boroughs of New York City, lease termination matters, and legal advocacy on public housing and housing-related benefits.

**RESPONSIBILITIES**

• Represents victims of gender violence in housing court proceedings, including non-payments, holdovers, and HP actions.

• Represents victims of gender violence in other forums, including Article 78 proceedings in Supreme Court.

• Represents victims of gender violence in lease termination actions.

• Provides legal advocacy with respect to early lease terminations, public housing, housing-related benefits, and rental arrears assistance.

• Provides legal assistance and consultations to pro se litigants in housing law matters.

• Screens, advises, and advocates for clients in legal and non-legal forums.

• Represents Sanctuary for Families on task forces and other political and advocacy committees outside the agency and at community events.

• Trains law students, pro bono attorneys, and Sanctuary staff.

• Attends and participates in inter-agency conferences and legal/ bar association committee meetings to keep abreast of developments in the areas of pro bono, domestic violence, and housing law.

• Facilitates clients' access to intra-agency and outside resources, and administers the provision of direct financial assistance and donations to clients.

• Develops and conducts outreaches to under-served communities.

• Maintains statistics relating to client services for grant reporting purposes.

• Performs any other department or agency-related duties or special projects as directed by supervisor.

• Collaborates with all other projects within the legal center on housing, public benefits, and family law issues.

• Collaborates with Clinical staff on housing issues for clients.

• JD and Admission to the NY Bar.

• 2-4 years experience of prior housing law knowledge and experience

• Prior family law knowledge and experience preferred.

• Fluency in a second language preferred.

• Strong computer skills.

• Good public speaking skills.

• Ability to work independently.

• Ability to multi-task and balance complicated cases.

• Strong research and writing skills.

• Ability to cooperate well with diverse people and institutions.

• Sensitivity to issues of cultural, ethnic, and racial diversity with strong lawyering, advocacy, and leadership skills to provide zealous, knowledgeable legal advocacy to domestic violence victims and other victims of gender based violence.

• Knowledge of the dynamics of gender-based oppression and a strong motivation to combat gender-based violence.

**Budgeted Salary: $71436 - $78097 annually based on STEP system; commensurates with experience**

**Work position is currently Full-time Hybrid; must be able to meet job location schedule obligations**

**Vaccination Policy: *Proof of vaccination or proof of first dose with scheduled 2nd dose within 30 days is required.***

**Benefits:**

* Health, Dental, and Vision Insurance
* Employer-paid life insurance
* Employer retirement contribution
* Parental Leave
* Paid time off
* Health Savings account
* Flex spending account
* Student loan assistance
* Tuition reimbursement program
* Gym reimbursement program
* Commuter and Parking benefits
* Employee Assistance Program

*All qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, and shall also follow the requirements of the Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.*

*D.E.I Commitment: Diversity, Equity, and Inclusion are core values at Sanctuary for Families that represent our dedication to fostering a safe, respectful, responsive, and fair work environment. We recognize the value diversity holds in embracing all employees, clients, and volunteers regardless of gender, race, ethnicity, national origin, age, sexual orientation, disability, or professional level.*

Apply Here: <https://www.click2apply.net/m6BxeWT5Qd7XlS42mfR5EL>PI203876883