Empire Justice Center, a diverse and highly respected, statewide legal services organization, seeks a Managing Attorney or Staff Attorney for our Health Law Practice Group. This is an opportunity to join and grow in one of the most influential organizations serving marginalized low-income individuals and families in New York State.

Empire Justice Center attracts and employs a diverse team of dedicated, determined, and passionate advocates who significantly impact the lives of low-income New Yorkers. We succeed through direct legal representation, high-impact litigation, and legislative and administrative advocacy. Additionally, the organization provides top-notch training and technical assistance to other advocates to ensure fairness and justice for New Yorkers. The organization thrives on our commitment to supporting justice for populations historically and currently experiencing high levels of oppression. These populations include racially diverse individuals and families experiencing poverty, housing insecurity, immigration issues, and domestic violence. Additionally, the organization advocates for people with disabilities, members of the LGBTQ community, and school-age children facing discrimination and violations of their civil rights in schools.

With offices in Rochester, Albany, Westchester County, and Long Island, our organization offers staff an exciting and dynamic inclusive working environment with a strong commitment to work/life balance, teamwork, diversity, wellness, and personal/professional development.
II. Position Summary

Empire Justice Center is pleased to announce an opening for a Managing Attorney or Staff Attorney for our Health Law Practice Group. Health Law Practice Group at Empire Justice Center provides legal representation to clients in several health-related matters, including access to Medicaid and Medicare services, MLTC issues, MMC issues, health insurance denials, billing issues, and nursing home residents’ rights.

As a Managing Attorney, the role is to oversee and supervise all work in the Health Law Practice Group. The Managing Attorney provides leadership on direct services, trainings, and engages in legislative and administrative advocacy. As time allows, they may also develop and participate in complex litigation in collaboration with other staff in this practice area. The Health Law Managing Attorney is also part of the Empire Justice Center Management Team and participates in management meetings and supervision. If the position is filled as a Staff Attorney, the position would support direct client services, trainings and legislative and administrative advocacy.

III. Essential Duties and Responsibilities

- Training and supervising Health Law practice group staff, if the position is filled with a Managing Attorney;
- Representing individual clients in post-enrollment health insurance issues;
- Representing Medicare clients in appeals to the Office of Medicare Hearings and Appeals;
- Representing appellants at Medicaid administrative hearings with the Office of Temporary and Disability Insurance;
- Filing internal and external health plan appeals (both commercial insurance and Medicaid/public health insurance programs);
- Undertaking legislative and administrative advocacy aimed at improving access to justice in the area of health insurance and health care;
- Providing comprehensive technical assistance to other attorneys and advocates on complex cases and health-insurance-related questions;
- Assisting in maintaining and growing Community Health Advocates grant, including meeting grant deliverables and acting as CHA Coordinator;
- Identifying systemic issues that create barriers to the receipt of affordable health insurance and medically necessary health care services for all New Yorkers;
- Collaborating with other legal service organizations and building relationships with community partners to promote community engagement and outreach;
- Collaborating extensively with stakeholders including state and national advocates, government agencies, and industry leaders in coalitions and other forums;
- Providing legal education and substantive law training on health-related legal issues to the New York State health law community through CLEs and other formal and informal methods;
• Overseeing the collection and reporting of case and other information as required by
grant and contract providers and providing them with timely monthly, quarterly, and
annual reports as required;
• In partnership with other legal service organizations, keep New York State health
advocates up to date on changes in Medicaid and other public health law issues through
the NYHealthAccess website;
• Leading and participating in coalitions that advocate for the needs of older adults,
people with disabilities, LGBTQ+ individuals, immigrant populations, and other historically
marginalized communities;
• Implementing the 360-degree approach of identifying emerging issues derived from
direct service representation, engaging in education of community and practitioners, and
advocating for policy changes when appropriate;
• Developing an in-depth knowledge of the law in health-related matters, including
but not limited to access to Medicaid and Medicare services, public health insurance
programs, MLTC issues, MMC issues, health insurance denials, billing issues, and nursing
home residents’ rights;
• Identifying opportunities for pursuing impact litigation;
• Level of experience and demonstrated responsibility and independence in the
above-stated job duties will determine whether the position is filled as a Staff Attorney,
Senior Attorney, or Managing Attorney.
• Please note, that if the need arises, all positions will supervise other members in the
practice group.
• Other duties as assigned by your supervisor and/or to meet the
organization’s needs. Please note that because Empire Justice Center is a nonprofit
legal services organization, our resources are limited, all staff are expected to
perform administrative and other support-related duties as needed to serve our
clients and fulfill our mission.

IV. Minimum Qualifications (Knowledge, Skills, and Abilities)
• Excellent communication skills;
• Experience in supervising legal staff;
• Admission to practice in New York or admission pending;
• A Juris Doctor or equivalent degree from an accredited law school;
• Experience with legislative and administrative advocacy preferred;
• Experience planning and conducting substantive health law training and CLEs;
• Experience in and commitment to working with diverse clientele, including those who
have experienced poverty;
• Demonstrated commitment to improving the lives and circumstances of those who
have experienced poverty and discrimination;
• Effective decision-making skills and the ability to work under pressure and to shift
priorities while working on multiple competing projects and deadlines;
• For Staff Attorney, at least 3 years of experience in health law, with advocacy on behalf of Medicaid and other public health insurance program recipients preferred;
• For Managing Attorney, at least 5 years of experience in health law, with advocacy on behalf of Medicaid and other public health insurance program recipients preferred;
• Substantial working knowledge of the procedures and rules of the Office of Temporary and Disability Assistance.

V. Salary

Salary is dependent on years of experience and based on the organizational pay scale.

The beginning salary for a Staff Attorney in this position, with 3 years of experience, is $58,500, and the salary for this position, with 10 years of experience, is $72,580.

The beginning salary for a Managing Attorney in this position with 5 years of experience, is $65,580, and the salary for this position, with 16 years of experience, is $87,580.

VI. Benefits

We are an organization that supports and encourages a work/life balance. Empire Justice Center offers a generous benefit package including:

• Health insurance (employer pays 100% premium for a high quality, co-pay insurance plan).
• 403(b) eligibility with 1% employer match and additional employer contribution.
• 3% Non-Elective Annual Contribution made by Empire Justice Center.
  ○ Benefit eligible after 12 months of employment.
• Generous vacation, sick, personal, and holiday time
  ○ 14 Paid Holidays
  ○ Vacation PTO: 10.5 Hours/Month; Sick PTO: 7 Hours/Month; Personal PTO: 5 Days/Year
• Bilingual salary enhancement for qualifying employees.
• Loan Repayment Assistance Program.
• Voluntary Supplemental Disability.
• Dental Insurance (employee paid).
• Vision Insurance (employee paid).
• $150K Group Term Life Insurance.
• Generous Bereavement Leave.
• 35-hour full-time work week.
• NYS Short-Term Disability.
• FSA Eligibility.
Empire Justice Center is an Equal Opportunity/Affirmative Action employer and strongly desires a diverse and inclusive workforce. Empire Justice Center provides equal employment opportunities to all employees and applicants. It prohibits discrimination and harassment of any type, specifically - race, color, religion, age (40 or older), sex (including pregnancy and gender identity), national origin, disability status, genetics, neurodiversity, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

**TO APPLY:** Applications will be accepted until the position is filled. If interested, e-mail a resume, writing sample, and contact information for three professional references aware of this application to employment@empirejustice.org. Please include “Health Law Attorney, First/Last Name” in the subject line of the email. No phone calls or hard copies, please.

If reasonable accommodations are needed, please contact Mercedece Love, Human Resources and Compliance Coordinator at mlove@empirejustice.org. Empire Justice Center is committed to the full inclusion of all qualified individuals. As part of this commitment, Empire Justice Center ensures that persons with disabilities and/or communication barriers are provided with reasonable accommodations.