Senior Attorney, Public Benefits
Albany, NY

Employment Status: Full-time
FLSA Status: Exempt
Practice Group: Public Benefits

I. Organization Information

Empire Justice Center, a diverse and highly respected, statewide legal services organization, seeks a Senior Attorney for our Public Benefits 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 Senior Attorney for our Benefits Practice Group. This position will work as part of a statewide team, participating in program development and required data reporting, and may supervise the staff attorney, paralegal, and any law students assigned to projects, offering mentoring, and ensuring professional development opportunities.
III. Essential Duties and Responsibilities

- Work as part of a statewide team, participating in program development and required data reporting, and may supervise the staff attorney, paralegal, and any law students assigned to projects, offering mentoring, and ensuring professional development opportunities.
- Develop and participate in complex litigation matters with other Public Benefits staff.
- Provide information, technical assistance, training, and support to legal advocates and community organizations on matters related to SNAP, public assistance, emergency assistance, SSP (the SSI state supplement program), and subsidized child care benefits, and will be expected to have an in-depth substantive knowledge of these areas.
- Identify systemic issues that create barriers to low-income New Yorkers eligible for government benefits (cash assistance, SNAP, childcare, and the SSI State Supplement Program).
- Work with legal services programs across the state through engagement in list serves, trainings, and meetings.
- Monitor and respond to list serve postings, provide technical assistance to legal services staff, and participate as a trainer across the state as needed.
- Engage in appropriate impact litigation to enforce the law to protect and expand benefits access for low-income New Yorkers and undertake legislative and administrative advocacy relevant to their substantive legal areas of expertise.
- Provide leadership on policy issues relevant to the larger legal services community, which may require writing reports, coordinating with a team of writers regarding the law’s impact, and engaging with advocacy groups and government agencies regarding the report subject.
- Please note that if the need arises, all positions will supervise other members of 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.
III. Minimum Qualifications (Knowledge, Skills, and Abilities)

- Juris Doctorate Degree from an accredited US law school or international equivalent
- Admission to the New York State Bar and in good standing as a member of the NYS bar
- Minimum of 7 years of professional experience
- Strong Communication Skills
- Ability to Work on A Team
- Supervisory Experience
- Problem Management
- Case Management
- Organizational Skills
- Document Drafting
- Client Experience
- Leadership Skills
- Microsoft Office
- Legal Research
- Report Writing
- Litigation

V. Salary

Salary is dependent on years of experience and based on the organizational pay scale. The beginning salary for this position, with 7 years of experience, is $68,000, and the salary for this position, with 10 years of experience, is $74,080.
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 “Senior Attorney, Public Benefits, 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.