



**COMMUNITY
LEGAL SERVICES
IN EAST PALO ALTO**

JOB ANNOUNCEMENT: HOUSING RIGHTS FELLOW

Dates of Position: September 2019 – August 2021

(Potential Office Locations: East Palo Alto or Mountain View) – Applications reviewed on a rolling basis

CLSEPA is excited to announce a two-year, post-graduate legal fellowship with its housing team. The housing rights fellow will receive training in housing law and litigation and will represent tenants facing eviction, pursue affirmative litigation to improve housing conditions and prevent displacement, and provide advice and education to tenants about their rights. In Silicon Valley, communities of color, especially Latino communities, and other low-wage workers are facing a crisis of evictions, predatory rent increases, and housing discrimination. CLSEPA is a legal services non-profit that combines policy advocacy and impact litigation with direct legal services. We specialize in housing, immigration, and economic advancement. Our legal advocates work side-by-side with low-income communities, predominately communities of color in East Palo Alto and the Peninsula, to bring about lasting change.

Essential Duties and Responsibilities (*Training to be provided as needed*)

1. Represent tenants in unlawful detainer (eviction) lawsuits.
2. Represent tenants in litigation and administrative proceedings to improve living conditions.
3. Collaborate closely with organizers to represent tenant associations in multifamily buildings and/or neighborhoods that are experiencing gentrification pressures.
4. Provide legal advice and counsel to tenants on housing issues.
5. Train, mentor, and supervise pro bono attorneys and law students working on housing cases and at clinics.
6. Participate in community outreach events and legal workshops/clinics.

Knowledge, Skills, & Abilities (*Required*)

1. California Bar membership or plans to take the California Bar in July 2019
2. Proficiency in verbal Spanish
3. Commitment to serving low-income populations and communities of color
4. Excellent written and oral communication skills
5. Ability to relate to and communicate with a broad range of clients and colleagues
6. Values working cooperatively with others, both within the organization and in the community

- **Salary:** Salary is \$60,000 or higher (depending on experience). Benefits include medical, vision and dental insurance, life and disability insurance, and paid leave. CLSEPA also offers a flexible spending plan, for qualified health and child care expenditures.

To Apply: Please send resume, cover letter, writing sample, and list of three references to Human Resources, Community Legal Services in East Palo Alto, 1861 Bay Rd., East Palo Alto CA 94303 or email jobs@clsepa.org with “Housing Rights Fellow” in the subject heading. No calls please. **In your cover letter, please address the following in order for your application to be considered.** CLSEPA’s clientele is extremely diverse, and the majority of our clients are low income persons of color. It is critical that our staff work effectively in all cross-cultural situations, with clients, with our coworkers, and with the community, and that we create an inclusive and respectful workplace in which differences are acknowledged and valued. How do you think your personal background or experiences, professional or otherwise, have prepared you to contribute to our commitment to cultural humility and diversity amongst our staff? Feel free to think broadly about your response to this question, applying various aspects of your life and personal experiences.

CLSEPA is an equal opportunity/affirmative action employer that provides equal employment opportunities to all qualified employees/applicants in all of our employment practices without regard to race, religion, color, sex or gender (including gender identity, pregnancy, childbirth, lactation, pregnancy- and childbirth-related medical conditions), sexual orientation, national origin, ancestry, age, uniform-service member/veteran status, marital status, medical condition, physical or mental disability, taking/requesting statutorily protected leave, or any other basis protected by law.