



**COMMUNITY
LEGAL SERVICES
IN EAST PALO ALTO**

JOB ANNOUNCEMENT: TEMPORARY HOUSING ATTORNEY

Applications reviewed on a rolling basis

CLSEPA seeks a full-time, temporary attorney from late October or early November 2020 to April 2021 to conduct litigation with its housing team. The attorney will defend eviction lawsuits, provide advice and education to tenants about their rights, assist tenants with issues related to rent debt accrued during COVID-19, and represent tenants demanding healthy and safe homes. In Silicon Valley, communities of color, especially Latinx communities, and other low-wage workers are facing a crisis of evictions, financial insecurity due to the pandemic, 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. Assist tenants with avoiding eviction due to rent debt that accrued during COVID-19.
4. Depending on experience, train, mentor, and supervise legal fellows, pro bono attorneys, and law students working on housing cases and at clinics.
5. Participate in community outreach events and legal workshops/clinics.
6. The work is primarily remote, but preference is given to local applicants available for in-person work as it becomes safe to do so.

Knowledge, Skills, & Abilities *(Required)*

1. Membership in a State Bar is required, membership in the California State Bar is preferred
 2. Two or more years of post-law school legal experience
 3. Experience with landlord-tenant law preferred but not required
 4. Proficiency in verbal Spanish preferred but not required
 5. Commitment to serving low-income populations and communities of color
 6. Excellent written and oral communication skills
 7. Ability to relate to and communicate with a broad range of clients and colleagues
 8. Values working cooperatively with others, both within the organization and in the community
- **Annual Salary:** \$74,000 or higher, depending on experience.

To Apply: Please email resume, cover letter, and list of three references to jobs@clsepa.org with “Temporary Housing Attorney” in the subject heading. No calls please. **In your cover letter, please address the following 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.