JOB ANNOUNCEMENT

POSITION: Staff Attorney

Southern Minnesota Regional Legal Services, Inc. (SMRLS) is seeking to hire a staff attorney in its Housing Unit based in St. Paul.

SMRLS is a non-profit law firm which receives federal, state, local, public, and private funding to provide free legal help to low income and elderly people who reside in 33 counties of southern Minnesota. As Minnesota’s oldest legal aid program (founded in 1909), SMRLS has established a tradition of partnership with the private bar, a bi-partisan legislature, the Minnesota Supreme Court and other Minnesota Legal Services Coalition programs to provide access to justice. SMRLS has an experienced, dynamic staff of approximately 60 attorneys and 45 other staff. Hundreds of volunteer attorneys help staff to provide legal assistance to about 10,000 eligible persons each year.

SMRLS is a client-centered organization which is committed to its mission of providing a full range of high quality legal services, in a respectful manner, which enable clients to enforce their legal rights, obtain effective access to the courts, administrative agencies and forums which constitute our system of justice, maintain freedom from hunger, homelessness, sickness and abuse; and empower persons and ensure equal opportunity, thus, helping persons to help themselves and become economically self-reliant, to the extent their individual abilities and circumstances permit. SMRLS values, welcomes and promotes diversity in all aspects of its work. SMRLS has adopted practice standards, guiding principles, and racial justice policies to accomplish its mission.

RESPONSIBILITIES:

Represent low income clients in Ramsey, Washington, Dakota, Scott and Carver counties who are facing eviction, loss of federal housing subsidies, or substandard housing conditions. Defend clients in eviction actions and in administrative forums. File appeals and affirmative litigation. The attorney must be willing to maintain a caseload in compliance with SMRLS’ standards and to comply with SMRLS’ policies, practices, and guiding principles in furtherance of SMRLS’ mission. Community education, outreach, intake responsibilities, and active bar participation are also required.

QUALIFICATIONS:

Must be licensed to practice law in Minnesota. Demonstrated ability to work effectively with low-income clients, victims of domestic violence, and persons of different cultural and ethnic backgrounds is essential. Excellent communication skills, ability to work positively and constructively with others in a teamwork setting, good judgment, and the ability to work hard, independently, efficiently, and under pressure is necessary. Courtroom and/or administrative hearing experience is preferred. Applicants must be flexible and willing to take on additional duties as assigned by SMRLS. Applicants must be willing and able to travel to court proceedings, outreach/education activities and other SMRLS-required activities throughout SMRLS’ service area. Computer competence in Microsoft Suite is necessary.

SALARY: $46,956 starting salary, or DOE, pursuant to current or new salary scale, plus excellent fringe benefits.

DEADLINE TO APPLY: November 30 2018. Applications received after this date may be considered until position is filled.
Please submit cover letter, résumé, and three references **via email only** to:

John Joachim  
Southern Minnesota Regional Legal Services  
55 East 5th Street, Suite 400  
St. Paul, MN 55101-1473  
Email: john.joachim@smrls.org

**SMRLS IS COMMITTED TO DIVERSITY IN THE WORKPLACE. PEOPLE OF COLOR, WOMEN, AND PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY.**