

**October 6, 2023**

**POSITION AVAILABLE:** Staff Attorney in the Housing Unit

**OVERVIEW:** For more than 50 years, Nassau Suffolk Law Services (NSLS) has been providing free, high quality legal counsel in civil matters when basic human needs are at stake including: eviction and foreclosure prevention, income maintenance, disability, elder law, healthcare, consumer fraud and more. As the only provider of comprehensive civil legal services on Long Island, our services support thousands of poor and low-income families and individuals who cannot afford an attorney. With the gap separating those who can and cannot afford legal representation widening each day, we work to ensure that everyone has equal access to justice, regardless of their ability to pay. NSLS has a staff of nearly one hundred employees situated in three offices across Long Island.

**OFFICE LOCATION:** Nassau and Suffolk County

**DUTIES:** The Housing Unit provides legal representation and counsel and advice to tenants facing eviction and termination from federally subsidized housing programs. The staff attorney will represent tenants in summary eviction proceedings, appeals and at hearings before local Housing Authorities contesting terminations from federally subsidized housing programs. The staff attorney may file affirmative actions in the State Supreme and/or Federal Court to enforce local, state, and federal fair housing laws. The staff attorneys' duties will include maintaining client and case data, time records and statistical information in the office's computerized case management system.

**START DATE:** Immediate

**SALARY:** \$66,000-\$92,561 DOE, union scale, excellent benefits.

**REQUIREMENTS:** Admission to New York State Bar. Applicants who have passed the State Bar and are pending admission will also be considered. Applicants who have taken the exam and are waiting to hear the results may be considered. Demonstrated commitment to the goals and clients of the legal services program.

Interested applicants should submit a cover letter and resume to:

Stephanie Buckheit, HR Manager  
Nassau/Suffolk Law Services 1757 Veterans Highway, Suite 50  
Islandia, N.Y. 11749  
[sbuckheit@nsls.legal](mailto:sbuckheit@nsls.legal)

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