



**CENTRAL CALIFORNIA  
LEGAL SERVICES**  
JUSTICE. EQUITY. POWER.

**CENTRAL CALIFORNIA LEGAL SERVICES  
JOB ANNOUNCEMENT  
HOMELESSNESS PREVENTION PROJECT  
MANAGING ATTORNEY**

**WHO WE ARE:** For over 50 years, CCLS has been representing and advocating for low-income individuals in Merced, Tuolumne, Mariposa, Fresno, Tulare, and Kings Counties—a region where intense poverty exists side by side with unparalleled wealth and abundance. Our mission is to provide high quality, no-cost civil legal services to low income individuals, families, and communities—improving the wellbeing of our Valley through systems-changing advocacy, client education, and legal work that meets individual clients’ immediate needs. We also work closely with agencies and community organizations that share our commitment to support our clients in being their own agents of change.

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CCLS seeks a full-time attorney to manage the Homelessness Prevention Project. The ideal candidate will have experience in housing litigation and advocacy, project management and team supervision.

Position:	Managing Attorney (Homelessness Prevention Project)
Experience:	Minimum 5 years of related experience
Application Deadline:	October 15, 2019
Location:	Fresno Office
Term of Employment:	Full-time, Permanent
Other:	FLSA Exempt, Non-Union position

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**HOW TO APPLY:** Please e-mail a cover letter, resume, three professional references, and a legal writing sample to:

Debra D. McKenzie  
Director of Administration  
Central California Legal Services  
2115 Kern Street, Suite 200  
Fresno, California 93721  
[dmckenzie@centralcallegal.org](mailto:dmckenzie@centralcallegal.org)



2115 Kern Street, Suite 200, Fresno, CA 93721 • Phone: (559) 570-1200 • Toll Free: (800) 675-8001  
1640 “N” Street, Suite 200, Merced, CA 95340 • Phone: (209) 723-5466 • Toll Free: (800) 464-3111  
2025 W. Feemster Avenue, Visalia, CA 93277 • Phone: (559) 733-8770 • Toll Free: (800) 350-3654  
[www.centralcallegal.org](http://www.centralcallegal.org)

**HOMELESSNESS PREVENTION PROJECT:** CCLS's Homelessness Prevention Project is an interdisciplinary, whole-person pilot project within our Housing Team that will address both the legal and social needs of housing clients, with a specific focus on low-income students and their families, students without parents or guardians, and students who are aging out of foster care. The goals of the Project are to promote housing stability, empower clients to effectively participate in their legal cases, and end the cycles of poverty that cause their legal issues. The Project will integrate the provision of legal services across substantive teams at CCLS (e.g., Housing and Health Teams), as well as the provision of non-legal services, such as assisting clients with accessing benefits and other social services. The Project will also entail outreach to target communities at community college and K-12 school sites. In addition to providing more impactful direct services to our housing clients, the Project will deepen CCLS's understanding of our client community and help us to more effectively respond to their needs.

**HOMELESSNESS PREVENTION PROJECT MANAGING ATTORNEY:** The Homelessness Prevention Project Managing Attorney will be responsible for the development and implementation of CCLS's Homelessness Prevention Project in coordination with the Legal Director and Housing Team Leader. This position will supervise at least 6 staff members, consisting of a paralegal, outreach workers and navigators. In cooperation with the Housing Team Leader, the managing attorney will ensure that the Project complies with the EAF Homelessness Prevention Grant and that all CCLS grant requirements are satisfied.

**DUTIES:**

- Lead weekly Homelessness Prevention Project team case review meetings;
- Attend meetings of other substantive legal teams as needed to foster collaboration;
- Foster productive relationships with client groups and community-based service providers;
- Create data collection protocols to comply with grant reporting requirements;
- Assist clients in need of attorney support or representation in unlawful detainer (eviction) actions, other litigation, and/or administrative proceedings to improve living conditions; and advocate in support of multifamily buildings, and/or neighborhoods, experiencing gentrification pressures;
- Bring strategic, impact litigation to prevent displacement and/or to increase the supply of affordable housing;
- Participate in community outreach events and legal workshops/clinics;
- Identify and analyze systemic issues through individual and impact casework;
- Stay current on changes in the law, including continuing legal education, and adhere to CCLS policies and procedures;
- Other duties as assigned.

## **QUALIFICATIONS:**

- Member in good standing of the State Bar of California; or, eligible to practice under the Registered Legal Services Attorney Program *and* California Bar admission within twelve months of hire;
- Experience working with low-income clients, collaborating effectively with diverse groups and organizations, while also connecting and strategizing with local community leaders;
- Previous Legal Aid or other non-profit legal services experience desirable;
- Bilingual ability strongly preferred in English and at least one other language commonly spoken in the Central Valley;
- Excellent interpersonal, oral, and written communication skills;
- Comfortable working under pressure, on a team or independently, passionate about the work, inquisitive, and analytical;
- Ability to travel as needed, proof of liability and property insurance on vehicle used.

**SALARY/BENEFITS:** Salary Range DOE (\$58,272 to \$93,204); benefits include medical, dental, vision, life, disability insurance coverage; employer contribution to 403(b) plan based on length of service; 14.5 paid holidays; generous vacation and sick leave policy; some professional dues paid by CCLS; if qualified, participation in the School Loan Reimbursement Assistance Program, and/or a Bilingual Supplement.

*CCLS is an equal opportunity employer: we value equity, inclusion, and diversity, across all races, cultures, classes, ages, religions, gender identities and presentations, sexual orientations, body sizes, family structures, abilities, and all categories protected by law. We encourage all interested individuals to apply. This position is an exempt position and is covered under the Collective Bargaining Agreement.*

**POST DATE: 10/01/2019**