



## LEGAL FELLOW – Long Island, NY

### POSITION DESCRIPTION

December, 2016.

LatinoJustice is one of the foremost Latino civil rights organizations in the country. Since being founded in 1972, we have brought precedent setting law reform litigation that has profoundly improved the treatment of Latinos in our society. Current areas of focus include immigrants' rights, redistricting, voting rights, housing, access to education, language and job discrimination, workplace justice issues, freedom of movement and treatment of day laborers, criminalization of Latinos, unlawful police practices, and all forms of bias that adversely affect Latinos. Recent litigation successes include: *Doe v. Mamaroneck* enjoining discriminatory police enforcement against Latino day laborers in Westchester; *Lozano v. Hazleton* stopping Pennsylvania municipality from enforcing its own local immigration ordinances redistricting access to employment and housing; *Aguilar v. U.S. Immigration & Customs Enforcement* obtaining national injunctive relief reforming ICE's pre-dawn home raids practices, \$1 million in damages and immigration relief; *Favors v. Cuomo*, securing a fair decennial Congressional redistricting plan in NY that reflects Latino demographic population increases; and *Perez-Santiago v. Volusia County*, voting rights case requiring Florida county to provide bilingual ballots in compliance with Section 4(e) of the Voting Rights Act.

LatinoJustice is headquartered in New York City, and has a Southeast Regional Office in Orlando, Florida. We are seeking to hire a full-time Legal Fellow who will be based in Long Island, New York.

### JOB DUTIES

The Legal Fellow will work on LatinoJustice's Latinos at Work (LAW) Workplace Justice Project addressing rampant workplace violations affecting low-income Latina/o workers in Long Island in both Nassau and Suffolk counties.

The Legal Fellow will provide an array of legal services targeting low-wage workers who have been victims of employment-related issues, such as: wage theft cases for immigrant workers involving unpaid or underpaid wages & tips, minimum & overtime wages, and prevailing wages; whistleblower and retaliation cases; workplace discrimination and harassment; workplace health and safety and workers' compensation issues; paid sick leave; and complaints filed with the New York and United States Department of Labor and other governmental or law enforcement agencies.

Under the direct supervision of the Deputy General Counsel, the Legal Fellow will provide legal services that include: brief advice and counsel; legal education; referral service; assistance in completing court and government agency complaint forms; representation in court and/or administrative proceedings; and representation in appeals or other complex matters. In addition, the Legal Fellow will serve as a liaison to local community-based organizational partners, create bilingual legal information materials, and organize and conduct regular legal clinics and know-your-rights workshops.

The Legal Fellow will have the support and collaboration of members of LatinoJustice's legal team, including the Senior Legal Assistant who manages LatinoJustice's Intake hotline service; as well as the collaboration of our Communications Department to produce bilingual materials, handouts and event marketing to support the Fellow's community engagement work.

The Legal Fellow will travel locally in Nassau and Suffolk counties, and on a schedule to be agreed upon, to our offices in Manhattan in connection with legal and community work.

## **EDUCATION AND QUALIFICATIONS**

The Legal Fellow will be a recent law graduate with a record of commitment to public interest and civil rights issues. The Fellow will have NY State Bar License and be in good standing in state and federal courts. *Applications from law graduates who have passed the New York bar exam and are awaiting admission will be considered.* The Legal Fellow will also have knowledge of constitutional law and civil rights issues and the ability to develop substantive knowledge as needed in new areas of focus within the broader civil rights/constitutional law umbrella.

The Legal Fellow should be energetic, self-motivated, and with high levels of emotional intelligence and empathy to work with vulnerable populations, mostly immigrants who suffer extreme workplace abuses; the Fellow possesses excellent interpersonal skills to develop bonds with the community and facilitate collaboration; is an optimist with the ability to work well independently and in teams; has ability to collaborate successfully with a broad and diverse range of communities and individuals; has strong organization skills; and, is able to manage several projects simultaneously in a fast paced environment. **Bilingual Spanish/English is required.**

## **COMPENSATION AND BENEFITS**

The Legal Fellow is a Union position and salary is determined by Collective Bargaining Agreement. LatinoJustice offers a comprehensive benefit package that includes health, dental, vision, life, long-term disability and a voluntary 403(b) retirement plan, as well as generous paid time off benefits.

### **To Apply:**

Send Cover letter, resume and writing sample to:

Silvia Orna  
Director of Human Resources and Operations  
[sorna@latinojustice.org](mailto:sorna@latinojustice.org)  
Email subject: Legal Fellow - LI

Deadline: until filled

*LatinoJustice PRLDEF is an equal opportunity employer and considers all applications without regard to race, color, religion, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.*