

William E. Morris Institute for Justice

3707 North Seventh Street, Suite 300, Phoenix, AZ 85014-5095

Phone 602-252-3432

Fax 602-257-8138

Job Description: Experienced Attorney Position

The William E. Morris Institute for Justice is seeking an experienced attorney to expand its advocacy work. Founded in 1996, the Institute is a non-profit state-wide program with a mission to promote justice and opportunity for low-income and underrepresented Arizonans through systemic advocacy. Our office is in Phoenix and we have four employees.

The Institute works closely with legal services programs and community groups to identify systemic issues affecting vulnerable populations. The Institute engages in administrative and legislative advocacy and class action/major policy litigation. Our work focuses on access to public benefits (such as food stamps, Medicaid and subsidized housing), unemployment insurance, language access for persons with limited English proficiency, fee waivers and deferrals for court fees and costs, fair practices for tenants in eviction cases, fair housing issues in general, the rights of victims of domestic violence and re-entry issues for persons with criminal histories (such as second chance initiatives).

The Institute has a record of significant achievements in litigation and advocacy. Recent activities and cases include: federal litigation to challenge the state Medicaid program's improper reduction of benefits for immigrants qualified for full Medicaid and deficient notices; *amicus* participation in support of consumers for a specific statute of limitations in debt collection cases when a consumer fails to make the full minimum payment; objections filed with federal government concerning state Medicaid program's waiver applications; housing complaint filed with HUD against the City of Glendale's Section 8 voucher and public housing programs for Title VI and ADA violations; negotiations with the Arizona Department of Economic Security concerning administrative rules, notices and policies for the food stamp program; several rule petitions for changes in the processing of eviction cases; objections to state's discriminatory immigrant eligibility requirements for the Low-Income Home Energy Assistance Program; and legislative advocacy on bills that impact low-income Arizonans.

Job Responsibilities

- The attorney will work closely with other staff including the executive/litigation director to identify systemic issues affecting vulnerable populations and a strategic approach to resolving the matters

- The attorney will engage in all facets of litigation, including class action litigation in federal court (depending on experience, may or not be a lead attorney)
- The attorney will advocate with state agencies to obtain compliance with state and federal laws
- The attorney will assist legal services and community groups in addressing the needs of vulnerable populations and developing knowledge and skills to address the needs of vulnerable populations including performing presentations/CLEs.
- The attorney will work with Institute's lobbyist, analyze proposed bills, prepare memos on the bills and testify at the state legislature regarding proposed legislation related to vulnerable populations.

Qualifications:

- Demonstrated commitment, passion and enthusiasm for equal justice for low-income, immigrant and other vulnerable populations. Familiarity with the Institute's focus areas is preferred.
- J.D. and at least 6 years of relevant experience. Exceptional candidates with less experience will be considered.
- Member of the Arizona Bar or eligible to become a member of the Arizona Bar by motion (5 years legal experience in state that has reciprocity with Arizona) or by taking next available Bar exam.
- Class action/major policy litigation with discovery experience is preferred.
- Strong writing, research, communication, organization, analytical and public speaking skills. Ability to work independently and collaboratively and to juggle multiple tasks under time restraints.
- Proficiency with law office technology.

Salary: The Institute offers a competitive salary and benefits package commensurate with experience.

Deadline to apply: Open until filled. Interviews will start immediately. Send cover letter and resume to eskatz@qwestoffice.net.

The Institute is an equal opportunity employer, committed to diversity and inclusion in the workplace.