



JOB ANNOUNCEMENT

Staff Attorney or Senior Staff Attorney Disability Benefits Hearing Program (Full-Time Position)

Inner City Law Center (ICLC) is a nonprofit law firm on Skid Row. We are looking for extraordinary people to help us end homelessness in Los Angeles. Founded on the fundamental principle that every person should always be treated with dignity and respect, ICLC fights for justice for low-income tenants, working-poor families, people living with disabilities or experiencing homelessness, people living with HIV/AIDS, and homeless veterans.

Position Description: ICLC is seeking a talented, full-time Attorney to represent vulnerable clients in SSI, SSDI, and CAPI disability establishment hearings. The Attorney will join an exciting county-wide project that is developing best practices in SSI/SSDI representation. The Disability Benefits Hearing Program is part of a larger team that also provides technical assistance to partner agencies on disability benefits applications for individuals who are homeless throughout Los Angeles County.

The primary responsibility of the Attorney will be representing clients in administrative hearings. The Attorney will be responsible for all aspects of representation including meeting regularly with clients, reviewing medical records, and researching and writing hearing briefs. The Attorney will be responsible for assigning work to and mentoring team paralegals on their cases. The Attorney will collaborate with other team members in identifying systemic problems within the SSI/SSDI or CAPI administrative hearing systems. The Attorney will also identify common problems with the initial disability benefit applications and work closely with the Technical Assistance team to provide feedback on ways to improve initial applications and increase approval rates.

Hiring Criteria: Commitment to ICLC's mission and values. Ability to interact with a wide range of clients in a kind, appropriate, and client-centered manner. Excellent oral and written communication skills. Organized and detail oriented. Ability to assume responsibilities quickly and work independently in managing a significant caseload. Ability to use good judgment, multitask and meet multiple appeals and hearings deadlines. Past experience representing clients in SSI/SSDI or CAPI disability establishment hearings is a plus but is not required. Experience representing clients in state fair hearings in CalFresh or CalWORKs benefits is also a plus. Experience handling a high volume of cases for representation is a plus. Ability to speak, read and write in Spanish is preferred. Membership in the California Bar or another State Bar is required.

Compensation: Salary commensurate with qualifications and experience. Excellent benefits.

How to Apply: Cover letters and resumes are reviewed upon receipt and applications will be accepted until the position is filled. To apply, please email your resume and a cover letter detailing interest in the position to Anna Carrillo, Human Resources Manager, at careers@innercitylaw.org.

ICLC is an equal opportunity employer and all qualified applicants will receive consideration without regard to their race, religion, ancestry, national origin, sex, sexual orientation, gender identity, transgender status, age, disability, marital status, or medical condition. All qualified applicants with criminal histories shall be considered in a manner consistent with the requirements of the Los Angeles Fair Chance Initiative for Hiring.