



CALIFORNIA INDIAN LEGAL SERVICES

Sacramento ♦ Escondido ♦ Eureka ♦ Bishop

INYO-MONO SENIOR LEGAL PROGRAM

EASTERN SIERRA LEGAL ASSISTANCE PROGRAM

Heather Hostler, Executive Director

BISHOP OFFICE:

873 N. Main St., Suite 120, Bishop CA 93514

Telephone: (760) 873-3581 ♦ Fax: (760) 873-7461

HOUSING STAFF ATTORNEY – BISHOP OFFICE



Location:

Protect tenants' rights and live in beautiful Payahuunadu, the land of flowing water (Owens Valley), the deepest valley in the United States on the Eastside of the Sierra Nevada Mountains. Prevent homelessness in a service territory that stretches from Death Valley to the gateway of Yosemite and includes both the lowest and highest elevations in the continental United States (Badwater Basin and Mt. Whitney). See details regarding relocation incentive below.

Job Description:

California Indian Legal Services (CILS) is seeking a full-time grant-funded attorney dedicated to homelessness prevention. The position is in-person (not remote) and housed in CILS' Bishop Office.

Supervised by the Directing Attorney, the Housing Staff Attorney will work collaboratively with other staff to provide exceptional legal services in eviction defense and homelessness prevention. While the Housing Staff Attorney may practice in some areas of federal Indian law, the position will be primarily dedicated to eviction defense and homelessness prevention for low income clients.

Our fast-paced Office provides legal services related to homelessness prevention through community education, advice and consultation, representation without litigation, direct representation of tenants in Unlawful Detainer (eviction) proceedings in state court, and affirmative litigation on behalf of tenants against unlawful housing actions by landlords. The Housing Staff Attorney will assume a varied case load that will include all of the above.

Our Office's eviction defense work covers a large service territory including Alpine, Mono, and Inyo Counties. The far reaches of Alpine and Inyo Counties are approximately a 4 hour drive one way from the Bishop Office.

As a Staff Attorney you will collaborate with other CILS Directing Attorneys and the Legal Director for the purpose of managing legal work, mentoring and supervision, assistance and administration of local case management systems, grant and special project development and implementation, as directed by the Bishop Office's Directing Attorney, the Legal Director, or the Executive Director.

Program Description:

CILS is a statewide, non-profit corporation that provides legal services to Indian tribes, Indian organizations and low income individual Native Americans on issues of federal Indian law. CILS provides a variety of legal services including brief counsel and advice and extended representation on core legal issues affecting Native Americans and Indian tribes. CILS is involved in litigation, policy analysis and advocacy, and also provides transactional services to tribes involving economic development and tribal infrastructure.

The Bishop Office of CILS is also home to the Eastern Sierra Legal Assistance Program and the Inyo-Mono Senior Legal Program. These Programs allow us to provide a variety of basic civil legal aid services unrelated to federal Indian law to low income- and age-eligible clients primarily in Inyo and Mono Counties. CILS has four Offices throughout California. Additional information about CILS may be found on our website, at www.calindian.org.

Qualifications:

- J.D. and California bar membership in good standing;
- At least 1-3 years of experience practicing law;
- Excellent communication, writing and organizational skills;
- Strong work ethic and able to work long hours when required;
- Valid California driver's license;
- Willing to travel (overnight stays may be required);
- A commitment to providing high quality legal services to low-income and Native people;
- Ability to work independently, as part of a team, and to take initiative.

The following qualifications are desirable but not absolutely required:

- Prior legal services experience / familiarity working with low-income individuals; and
- Familiarity or experience working with Native individuals, tribes or tribal communities.

Salary:

Competitive salary D.O.E. plus **\$7,500.00 relocation incentive** provided with second paycheck after relocation to Bishop area. CILS offers full family/partner medical, vision and dental benefits, AD&D, short & long-term disability insurances, life insurance, Section 125 Flexible Spending Accounts, generous leave policies and potential for annual performance incentive.

Start Date:

The grant project began on January 1, 2022 and we are looking to hire someone as soon as possible. Will consider remote start with physical relocation to Bishop area at a later date.

To Apply:

Submit a resume, cover letter, and writing sample to Leann Ferry, Director of Administration, California Indian Legal Services, **Re: Bishop Housing Staff Attorney**, 117 J Street, Suite 201 Sacramento, CA 95814. E-mail: BIS-hiring@calindian.org. We will accept applications until the position is filled. Please check the Employment Section of CILS' website (<https://www.calindian.org/about-us/#employment>) to see if the "Housing Staff Attorney" position is still posted for the Bishop Office. Incomplete applications will not be reviewed. All applicants will be notified when a final hiring decision is made.