



## **Housing Attorney Fellow or Housing Legal Fellow**

### **About Family Violence Appellate Project**

Family Violence Appellate Project (FVAP) is the only organization in California dedicated to appealing cases on behalf of survivors of domestic violence. Our mission is to ensure the safety and well-being of survivors and their children by helping them obtain effective appellate representation. We represent clients in the California Courts of Appeal, submit amicus curiae briefs in cases of statewide importance, provide training services to domestic violence attorneys and advocates, and assist pro per litigants. FVAP is dedicated to supporting policies that further the safety and welfare of all survivors of domestic violence. This includes a commitment to increasing survivors' access to safe and stable housing through appellate representation, education and policy advocacy.

Since its inception in 2018, FVAP's Housing and Employment Justice Project has provided training and technical assistance to attorneys and non-attorney advocates across California, created written legal tools that domestic violence survivors can use to obtain access to housing, and engaged in policy and legislative advocacy to increase survivors' access to safe housing. If you are interested in being part of this exciting social justice movement and resource for domestic violence survivors and advocates across California, this is the place for you! You can learn more at [www.fvaplaw.org](http://www.fvaplaw.org).

### **Position Summary**

FVAP is seeking a Housing Attorney Fellow or Housing Legal Fellow to build the capacity and reach of its Housing and Employment Justice Project by deepening FVAP's connections to underserved rural and frontier communities in California, focusing on communities that have little access or connection to legal assistance. The focus communities of the fellow will partially depend on the skills and connections of the hired fellow.

The Housing Attorney Fellow or Housing Legal Fellow is an 18-month, grant-funded position that will run from January 2020 to June 30, 2021. However, to accommodate applicants taking the February 2020 bar exam, the Housing Legal Fellow position could start immediately and run until June 30, 2021 with up to 8 weeks of unpaid leave for bar study. Extension of the position past June 2021 is contingent on whether FVAP is able to obtain alternate sources of funding. The fellow will spend approximately 20% of their time out of the office doing outreach and providing trainings to agencies serving domestic violence survivors throughout California. In addition to outreach, the fellow will adapt and create written legal tools that are culturally accessible and appropriate to the Project's targeted communities. The fellow will also provide technical assistance to non-attorney advocates and attorneys who serve domestic violence survivors and their families. There may also be opportunities to participate in appeals and legislative advocacy.

## **Essential Duties and Responsibilities**

Duties include the following (other duties may be assigned):

- Travel throughout California, providing extensive outreach and fostering connections in underserved rural and frontier communities;
- Provide trainings to community organizations, including domestic violence and legal services agencies throughout California, on the housing rights of domestic violence survivors;
- Research and draft written informational materials to provide to statewide stakeholders, including adapting those materials to the unique needs of different geographic, cultural and linguistic communities;
- Provide technical assistance to non-attorney advocates, attorneys and other service providers working with domestic violence survivors, and domestic violence survivors who are pro se litigants, on legal and procedural issues related to housing cases;
- Identify areas where policy advocacy is needed to support or expand the housing rights of domestic violence survivors;
- Represent FVAP in the community to service providers, community partners, pro bono law firms, and others; and
- Assist with administrative and fundraising tasks as needed, including grant reports; checking and responding to office mail, email, fax, and voice mail; assisting with preparation of materials for board meetings; keeping client databases current; attending fundraising events; and other office tasks.

## **Required Qualifications and Experience:**

- J.D. from an accredited university;
- Experiences that will enable you to provide superb outreach, technical assistance, and training to a diverse client population and diverse communities of domestic violence service providers;
- Working knowledge of housing law and/or domestic violence law;
- Ability to analyze and apply California and federal domestic violence and housing law;
- Ability to produce polished written work product, including training and technical assistance materials, with little direction or intervention;
- Excellent communication, writing, editing, and organizational skills;
- Ability to work independently and as part of a team;
- Ability to adapt to and work in the fast-paced environment of a small nonprofit;
- Willingness to pitch in and help out as needed;
- Foreign language fluency, particularly Spanish, is highly desirable;
- Valid Driver's License; and
- A commitment to working on behalf of survivors of domestic violence and their children.

## **Preferred Qualifications and Experiences:**

- An understanding of the dynamics of, and the legal, social, and personal issues raised by, domestic violence;
- Experience developing polished written materials that understandably convey complex legal issues to a lay audience;
- Experience presenting trainings or speaking in front of a crowd;

- Experience working with clients in crisis and low-income clients;
- Experience working in community with culturally specific organizations;
- Diversity of personal and professional experience;
- Licensed, active member of California Bar; and
- Litigation or appellate experience.

**Physical and Environmental Conditions:** Performance of duties and tasks uses standard office equipment, including telephone equipment and computers. Work is performed inside with exposure to heating and air-conditioning. Driving or other methods of travel will be required. The fellow may be able to work remotely some days, subject to organizational needs.

**Classification:** This position is exempt, full-time, and at-will.

**Compensation:** Starting salary depends on experience and Bar admission, and will be commensurate with comparable nonprofit salaries in Alameda County. The starting range is expected to be between \$60,000-\$68,640/year. FVAP offers a generous benefits package, including subsidized health, dental, vision, and life insurance; 401(k) retirement plan with 3% employer match after 1 year; FSA plan for commuting, parking, health, and dependent care expenses; Employee Assistance Plan; 3 weeks paid time off/year, with longevity increases; 12 paid holidays/year; and paid attorney bar dues and continuing legal education.

**To Apply:** The position will be open until filled. Resumes will be reviewed on a rolling basis beginning November 15, 2019. Candidates are encouraged to apply early in the process. To apply, please email or mail a cover letter, resume, writing sample, and three professional references to:

Taylor Campion, Housing & Employment Justice Attorney

[staff@fvaplaw.org](mailto:staff@fvaplaw.org)

Family Violence Appellate Project, 449 15th Street, Suite 104, Oakland, CA 94612

Your cover letter should speak to: 1) why you are interested in working at FVAP; 2) how your background or experiences, professional or otherwise, have prepared you to contribute to our work and perform the required and any preferred qualifications, and; 3) how your background or experiences, professional or otherwise, have prepared you to contribute to our commitment to diversity and cultural responsiveness amongst our staff. Feel free to think broadly about your response to these questions, applying various aspects of your life and personal experiences.

To promote social justice and best serve our clients, FVAP is an equal opportunity employer and is committed to maintaining a diverse staff and providing culturally responsive services. Individuals of all races, ethnicities, national origins, religions, ages, sexes, sexual orientations, and gender identities, as well as differently abled persons, survivors of domestic violence, candidates from traditionally underrepresented communities and historically oppressed groups, bilingual and bicultural candidates, and those who are the first in their family to complete college or graduate school, are encouraged to apply.

FVAP is located in Oakland, California. We are convenient to multiple bus lines and BART.

Thank you for your interest in FVAP!