

**August 1, 2024**

**POSITION AVAILABLE:** Staff Attorney in the EDRP Unit

**OVERVIEW:** For more than 50 years, Nassau Suffolk Law Services (NSLS) has been providing free, high quality legal counsel in civil matters when basic human needs are at stake including: eviction and foreclosure prevention, income maintenance, disability, elder law, healthcare, consumer fraud and more. As the only provider of comprehensive civil legal services on Long Island, our services support thousands of poor and low-income families and individuals who cannot afford an attorney. With the gap separating those who can and cannot afford legal representation widening each day, we work to ensure that everyone has equal access to justice, regardless of their ability to pay. NSLS has a staff of nearly one hundred employees situated in three offices across Long Island.

**OFFICE LOCATION:** Nassau County (Hempstead Office)

**JOB DESCRIPTION:** NSLS has an immediate opening in our Hempstead office for a full-time staff attorney, assigned to the Education and Disability Rights Project (EDRP). The EDRP represents students with disabilities in special education matters and adults with disabilities in securing eligibility for services/programs through the New York State Office for People with Developmental Disabilities (OPWDD). The EDRP also assists students with homelessness and residency issues.

**DUTIES:** EDRP duties include representation of eligible clients at Committee on Special Education meetings, Resolution Session, Impartial Hearing and at administrative hearing, before state courts, the NYS Office of State Review and the NYS Commissioner of Education; advice and advocacy services via telephone. Staff attorney will be serving clients in both Nassau and Suffolk counties.

**START DATE:** Immediate. **SALARY:** \$68,250-\$94,811 DOE, union scale, **BENEFITS:** Medical, Dental, Vision, Life Insurance, Long Term Disability (100% of the premium covered by employer), 403b with defined contribution, Student Loan Reimbursement (amount subject to collective beginning agreement) at 1 year anniversary.

**REQUIREMENTS:** Admission to New York State Bar. Applicants who have passed the State Bar and are pending admission will also be considered. Applicants who have taken the exam and are waiting to hear the results may be considered. Demonstrated commitment to the goals and clients of the legal services program. Strong research and writing skills necessary.

Interested applicants should submit a cover letter and resume to:

Stephanie Buckheit, HR Manager  
Nassau/Suffolk Law Services 1757 Veterans Highway, Suite 50  
Islandia, N.Y. 11749  
[sbuckheit@nsls.legal](mailto:sbuckheit@nsls.legal)

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