



LEGAL SERVICES OF EASTERN MISSOURI Attorney, Public Benefits program



Legal Services of Eastern Missouri, Inc. (LSEM), a non-profit law firm that provides free legal assistance to people living with low income/low opportunity, seeks a staff attorney in its Public Benefits Program, part of LSEM's Health & Welfare Program, in St. Louis, MO.

JOB SUMMARY & RESPONSIBILITIES:

The Public Benefits Program assists individuals who are having difficulty accessing or maintaining health and income maintenance benefits such as Medicaid, Food Stamps, Temporary Assistance, Child Care Assistance and other benefits. The Program also addresses issues related to Social Security Disability, Supplemental Security Income and Medicare as resources permit.

The Staff Attorney will be responsible for representing clients in matters before the Missouri Family Support Division and other state and federal agencies. Responsibilities include case management, legal research and writing, drafting of administrative and court documents, representation in administrative hearings and litigation in state and federal courts. The position also will involve community outreach activities and participating in collaborative efforts with agency partners on public benefits matters.

QUALIFICATIONS

Strong work ethic, communication skills, ability to relate well with low-income clients, flexibility and teamwork required. Previous experience in legal services and/or demonstrated commitment to public interest law work or to legal services for the poor strongly preferred. Missouri Bar license or ability to be admitted by first available exam, by application without examination or by temporary certification required. The attorney should have strong litigation and advocacy skills, including excellent writing ability, and computer proficiency.

SALARY

Salary is commensurate with experience. Excellent benefits including medical, dental and vision insurance, a generous time off policy, 403(b) and profit sharing plans, long-term disability and life insurance, employee assistance plan, flexible spending account, and paid CLE and Bar dues.

APPLICATION INFORMATION

Please send a cover letter and resume to John Early, Human Resources Director, Legal Services of Eastern Missouri, at jgearly@lsem.org.

SUBMISSION DEADLINE: April 9, 2017

Equal access to LSEM's office is available. Those applicants requiring accommodation to the interview/application process should contact the Human Resources Director at the e-mail address listed above. LSEM is an equal opportunity employer.



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