

Eviction Defense Managing Attorney

The Metropolitan St. Louis Equal Housing and Opportunity Council (EHOC) seeks to ensure equal access to housing for all people through education, counseling, investigation, and enforcement. EHOC is the only private, not-for-profit fair housing enforcement agency working to end illegal housing discrimination in the metropolitan St. Louis area.

EHOC is currently seeking a Managing Attorney to oversee its Eviction Defense Program and provide direct legal representation and housing case management to people facing eviction and housing instability because of the COVID-19 crisis. Despite the continued spread of the coronavirus and the lasting health and economic impacts of the pandemic, evictions are on the rise and more and more families are facing housing instability. Low income communities of color are disproportionately affected by this in the greater St. Louis region, and there are rising rates of housing discrimination against tenants because of their race, color, religion, national origin, sex, family status, or disability. The Managing Attorney will provide overall project management and supervision, as well as manage their own caseload helping tenants navigate the legal process and find stable housing.

Primary Responsibilities will include:

- Provide high-quality legal representation to tenants in eviction-related matters in state court and administrative proceedings in the St. Louis metropolitan region, conducting a full range of litigation activities, including drafting pleadings, conducting depositions, motion practice, and trial;
- Supervise the Eviction Defense program staff and manage direct client services and other services relating to the legal needs of the eligible client population;
- Oversee all of EHOC's Eviction Defense operations, programming, and legal services;
- Communicate with clients, community, government organizations, funding source representatives, and others about the legal needs of people living in poverty, especially focusing on housing and the intersection of housing with other areas of civil legal needs;
- Review intakes and assign cases to housing unit staff or refer cases appropriately;
- Conduct regular case reviews, performance evaluations, and provide feedback and answer questions about the quality of legal work, the contributions to the agency-wide goals for eviction prevention law, outreach, and interactions with clients and others seeking service by EHOC's eviction defense staff;
- Provide timely consultation about case work between regularly-scheduled case review meetings;
- Review cases for both quality of legal work and compliance with funding regulations and with EHOC's attorney performance standards and other policies and procedures;
- Participate in high-impact eviction-related and fair housing cases at all levels in state and federal courts;
- Contribute to the development of EHOC's strategic plan by advocating for public policy, conducting systemic research and investigation, and developing strategies for pursuing issues relevant to the mission of the organization;
- Stay abreast of eviction and fair housing law as it develops and changes and ensure that the Eviction Defense program is applying new housing law properly;
- Maintain current knowledge on developments in COVID-related court programs and procedures;
- Develop expertise and training curricula in eviction law and defense for staff, volunteers, interns, and other professionals;
- Train, mentor, and co-supervise agency interns on landlord-tenant and fair housing matters;
- Work closely with the EHOC staff to establish and maintain close relationships with volunteer attorneys, students, and other pro bono partners;
- Work in collaboration with community organizations that provide rental assistance and other

- supportive services;
- Manage and monitor multiple funding sources and the Eviction Defense program budget;
- Manage and/or produce grant reports for various funders as needed;
- Keep accurate records of case activities and provide necessary information to meet grant and other reporting requirements.
- Perform other duties which may be assigned from time to time.

Required Qualifications:

- Admission to the Missouri State Bar;
- At least five years of experience practicing law;
- At least three years of supervisory experience;
- Ability to spot legal issues in eviction cases and comfort with providing real-time counsel & advice;
- Familiarity with courtroom procedure and enthusiasm for appearing in court on behalf of clients;
- Superior skills in organization, oral communication, case analysis, research, and writing;
- Demonstrated ability to speak and write clearly, persuasively, and concisely;
- Enthusiasm for arguing motions and representing clients at trial;
- Self-motivated, diligent, and able to meet strict deadlines while under pressure;
- Commitment to serving low-income clients and the St. Louis metropolitan area communities by improving access to justice;
- Cultural competence and respect for differences, or enthusiasm for learning, in race, ethnicity, age, gender identity and expression, sexual orientation, religion, ability, and socio-economic circumstances in our clients and the workplace;
- Ability to motivate and work harmoniously with others;
- Ability to travel throughout EHOC's service area to meet with clients and to attend court hearings when it is safe to do so.
- Capacity to work in a high-volume environment and a changing court and policy landscape.

Preferred Qualifications:

- Experience practicing in eviction defense or other housing law;
- Prior legal aid experience;
- Prior experience supervising legal staff;
- Prior experience with project management and meeting grant deliverables; and
- Ability to speak another language and cultural affinity for the client community that speaks that language.

This is a full-time, salaried position with benefits. Compensation ranges between \$58,000 - \$60,000, depending on experience. Benefits include telework, generous vacation and paid time off, paid holidays, medical, dental, vision, life, short- and long-term disability insurance for employees (dependent coverage available), mileage reimbursement/per diem for covered travel. The position is fully funded from a grant. The position reports directly to the Director of Legal Services.

Interested applicants should email a cover letter and résumé to Kalila Jackson, Director of Legal Services, at applications@ehoc-stl.org. Applications will be accepted until **January 14, 2022**, or until the position is filled.

EHOC is an Equal Opportunity Employer (EEO). We prioritize equity and inclusion in our organizational culture and hiring. We encourage all applicants regardless of race, gender identity, sexual orientation, religion, national origin, age, disability, parental status, marital status, formerly incarcerated individuals or on any other identity factor to apply.