Staff Attorney, Client Assistance Program

University Legal Services, Inc (ULS) is seeking a full-time staff attorney for our Client Assistance Program (CAP). This position provides advocacy services to individuals with disabilities seeking vocational rehabilitation services from the DC Rehabilitation Services Administration (DC RSA). ULS is a federally funded not-for-profit public interest law firm that serves as the protection and advocacy program for people with disabilities in the District of Columbia.

Job responsibilities include, but are not limited to the following:

- Assisting clients with or directly representing clients in, negotiations, mediation, and administrative proceedings related to eligibility for and provision of services from DC RSA (much of this advocacy is through conversations and meetings with DC RSA counselors and their supervisors).
- Preparing educational materials and conducting outreach to consumers, community groups, advocates and others, particularly those from traditionally underserved communities.
- Participating with other agencies and organizations to address systemic issues affecting people with disabilities seeking services from DC RSA.
- Participating in the development of policies affecting people with disabilities, including: serving as a member of the State Rehabilitation Council, commenting on proposed regulations and on the performance of DC RSA, and collaborating on reports, articles and special projects.

QUALIFICATIONS:

- Required: JD degree from an accredited law school;
- Required: Admitted to practice law in the District of Columbia or eligible for admission;
- Required: Demonstrated effective written and oral communication and problem-solving skills. Ability to troubleshoot challenging situations and demonstrated competence in verbal, written, organizational and prioritization skills;
- Preferred: At least two years of experience doing direct client representation, strong preference for experience working with people with disabilities; and
- Preferred: Experience with administrative hearings, including preparing and examining non-expert witnesses, cross-examining witnesses, and making opening and closing arguments.
- Preferred: Familiarity with the District of Columbia, including local government agencies, public interest organizations and community resources;

Interested applicants please email a resume and cover letter to: Sandy Bernstein, Legal Director, at sbernstein@uls-dc.org. Applications are accepted on a rolling basis, position will be posted until filled.

ULS is an equal opportunity employer that does not discriminate on the basis of race, color, sex, religion, sexual orientation, gender identity, political belief, creed, national origin, marital status, or disability. We value diversity of culture, disability and other life experiences.