



Staff Attorney: Education Debt Consumer Assistance Program (EDCAP)
REMOTE - ALBANY, NEW YORK

Employment Status: Full-Time

FLSA Status: Exempt

Practice Group: Consumer, Finance, and Housing (CFH)

I. ORGANIZATION INFORMATION

Empire Justice Center, a highly respected, statewide legal services organization, is seeking a Staff Attorney for our new Education Debt Consumer Assistance Program. This is an opportunity to join one of the most effective organizations serving low-income individuals and families in New York State.

Empire Justice Center attracts and employs dedicated, determined, and passionate advocates who, together, make a significant impact on the lives of low-income New Yorkers. We achieve our successes through direct legal representation and high-impact litigation, legislative and administrative advocacy, and by providing training and technical assistance to other advocates who are working towards the same goals.

With offices in Rochester, Albany, Westchester County, and Long Island, our organization offers staff an exciting and dynamic working environment and a strong commitment to teamwork, diversity, and personal/professional development.

II. POSITION SUMMARY

The Empire Justice Center is pleased to announce an opening for a full-time Staff Attorney position in our new Education Debt Consumer Assistance Program (EDCAP). The Staff Attorney will work closely with a Senior Attorney managing the program and the Student Debt Counselor to assist with the development of a new project and provide direct legal representation in court and administrative proceedings to individuals with student debt. The position will also include providing training, technical assistance, and support to EDCAP student debt counselors in other programs throughout New York State.

III. ESSENTIAL DUTIES AND RESPONSIBILITIES

- Providing information and advice to student loan borrowers based on their specific circumstances.
- Helping student loan borrowers apply for relief through cancellation, forgiveness, or discharge programs.
- Representing student debt borrowers in court and administrative proceedings.
- Providing training, technical assistance, and support to EDCAP student debt counselors throughout New York State.
- Working within a team and collaborating with partners to identify issues and trends and contributing to policy advocacy.

- Other duties and responsibilities as assigned by your supervisor and/or to meet the needs of the organization.

IV. MINIMUM QUALIFICATIONS (Knowledge, Skills, and Abilities)

- Strong writing skills.
- Strong interest in client work.
- Admission to New York State Bar.
- 1-13 years of experience as an attorney.
- Preferably, at least 3 years of litigation experience.
- Knowledge of or interest in student loan work is preferred.
- Strong interpersonal skills, empathy, and a sense of teamwork.
- Excellent communication and advocacy skills, including speaking before lawmakers and judges.
- A demonstrated passion for social justice and commitment to working with low-income communities and communities of color to advance racial and economic equity.

V. SALARY

Salary is dependent on years of experience and based on the organizational pay scale. The beginning salary for this position, with 1 year of experience, is \$54,580, and the salary for this position, with 13 years of experience, is \$78,580.

VI. BENEFITS

We are an organization that supports and encourages a work/life balance. Empire Justice Center offers a generous benefit package including:

- ❖ Health insurance (employer contribution toward health insurance premiums up to 100%)
- ❖ Generous vacation, sick, personal and, holiday time.
- ❖ Bilingual compensation for qualifying employees.
- ❖ 403(b) eligibility with 1% employer match.
- ❖ Loan Repayment Assistance Program.
- ❖ Dental Insurance (employee paid).
- ❖ Vision Insurance (employee paid).
- ❖ Generous Bereavement leave.
- ❖ 35-hour full-time work week.
- ❖ FSA Eligibility.

Empire Justice Center is an Equal Opportunity/Affirmative Action employer and desires a diverse and inclusive workforce. Empire Justice Center provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age (40 or older), sex (including pregnancy and gender identity), national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

TO APPLY: Applications will be accepted until the position is filled. If interested e-mail a cover letter, resume, writing sample, and contact information for three professional references aware of this application to employment@empirejustice.org.

Please include **Staff Attorney, EDCAP, First/Last Name** in the subject line of the email. No phone calls or hard copies please.