



www.midpenn.org

Staff Attorney
Gettysburg, PA
Full-Time

Who We Are

MidPenn Legal Services is a civil legal aid law firm dedicated to providing high-quality free legal representation to low-income individuals and victims of domestic and sexual violence across an 18-county area in south-central Pennsylvania. Our vision is to advance access to justice for individuals who face social, economic, and racial barriers in this geographic region through representation at all levels of the legal system in the areas of public benefits, landlord-tenant, foreclosure, consumer, family, and elder law.

Position Description

The Staff Attorney position is full-time and will consult, advise, and represent income-eligible individuals in a variety of substantive areas related to housing, consumer, public benefits, and family law in Gettysburg, Pennsylvania. The position requires the attorney to provide community education and outreach about MidPenn services.

Qualifications

We are looking for a highly motivated individual who is passionate and strongly committed to helping the disadvantaged in our community.

- A law degree and license to practice law in Pennsylvania with one to four years of experience is preferred.
- Excellent written and oral communication, negotiation, and analytical skills.
- Interest and ability to work with a diverse client population of varying social, educational, racial, and ethnic backgrounds.
- Strong legal research skills and familiarity with online legal research (preferably Westlaw).
- Demonstrated initiative and interest in learning and exploring different legal areas.
- Demonstrated ability to work on a team, prioritize responsibilities, and manage and meet time-sensitive deadlines.
- Bilingual ability (English/ Spanish) is preferred but not required.
- Courtroom and/or administrative hearing experience (preferred).
- Experience with Microsoft Office Suite including Word, Excel, and Outlook.

Compensation and Benefits

MidPenn Legal Services is an equal-opportunity employer. Salary will be commensurate with years of experience based on a scale governed by the terms of our collective bargaining agreement.

MidPenn Legal Services also provides excellent fringe benefits, including:

- Health, Dental, and Vision insurance.
- Short-Term Disability and Long-Term Disability Insurance.
- 12 paid Holidays per year.
- 4 days of paid personal leave.
- 12 days paid annual leave in the first year.
- Up to 84 hours of paid sick leave.
- 403(b) retirement benefit with discretionary employer contribution.
- Attorney fees for licensing, local and state bar memberships, and malpractice insurance.

How to Apply

Interested persons should email a cover letter, resume, and writing sample to:

Rhodia Thomas, Executive Director

MidPenn Legal Services

mpjsjobs@midpenn.org

Equal Employment Opportunity Policy

MidPenn Legal Services 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, sex, 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. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

Reasonable Accommodation/Request Assistance

If you are a qualified individual with a disability or a disabled veteran, you may request a reasonable accommodation if you are unable or limited in your ability to access job openings or apply for a job because of your disability. Applicants with disabilities may request accommodation at any time by contacting the MidPenn Legal Services HR department at vdiggs@midpenn.org.

Wage Range Disclosure

The expected compensation range for this position is commensurate based on qualifications and experience along with requirements outlined in our collective bargaining agreement where applicable.