



JOB POSTING
Supervisory Attorney - HIV Legal Project
Public Benefits Practice Group
(Internal and External)

For over 50 years, Legal Aid Chicago has provided free civil legal assistance to people living in poverty in metropolitan Chicago. Each year our attorneys, volunteers, and staff help resolve civil legal problems, including domestic violence, consumer fraud, and unfair evictions.

Position: Legal Aid Chicago seeks a full-time supervising attorney to work in our Public Benefits Practice Group. The Public Benefits Practice Group represents clients seeking benefits from the Illinois Department of Human Services, the Social Security Administration and the Department of Veterans Affairs. The Supervisory Attorney will also manage work related to Legal Aid Chicago's HIV Legal Project which provides individual legal representation and engages in broad-based advocacy across Legal Aid Chicago's Practice Groups: Children and Families, Consumer, Housing, Immigrants and Workers Rights and Public Benefits. The HIV Legal Project partners with organizations that provide medical and other services to people living with HIV / AIDS.

Responsibilities:

- Maintain a caseload of individual cases representing clients before the Social Security Administration, Illinois Department of Human Services and in state and federal courts
- Act as the subject matter expert within the Public Benefits Practice Group concerning legal issues uniquely affecting people living with HIV / AIDS
- Supervise attorneys and other staff in the Public Benefits Practice Group who handle a full caseload in the above areas of law, including editing their written work, providing guidance on case strategy, co-counseling complex cases, conducting regular case reviews, providing training in substantive areas of law as well as litigation skills, completing performance evaluations, and overseeing professional development.
- Engage in advocacy designed to have a lasting, measureable effect on our client community;
- Engage in community outreach addressing issues affecting people living with HIV / AIDS
- Maintain case files and timekeeping in electronic case management system
- Work with External Relations and the HIV Project Manager to administer grants that support the work of the HIV Legal Project and Public Benefits Practice Group
- Initiate and manage referral relationships with Cook County HIV Service Providers

Qualifications: Applicants must be licensed to practice law in the state of Illinois or prepared to sit for the next bar exam. The ideal candidate will have at least six years of practice experience. Experience supervising legal work, working directly with people living with HIV / AIDS, people with disabilities, people who have experienced trauma, and people with limited income preferred. Applicants must be highly collegial, have complex litigation experience, strong written and oral skills, be willing to work in an interdisciplinary manner with all Legal Aid Chicago staff and have enthusiasm about working in a high volume practice and training and mentoring less experienced attorneys and advocacy staff.

Salary: Commensurate with experience. Legal Aid Chicago offers a comprehensive benefits package, including 100% employer-paid health plan options, employer-provided group life and long-term disability insurance, low-cost fitness center access, generous paid time off, and much more.

To Apply: Send your cover letter, resume, and the contact information of two professional references to: resume@legalaidchicago.org. Please place **"PBPG Supervisory Attorney HIV Legal Project"** in the subject line of your e-mail. Applications will be reviewed on a rolling basis, and the position will remain open until filled. No phone or agency calls, please.

Legal Aid Chicago is firmly committed to creating a diverse workplace and is proud to provide equal employment opportunities to all applicants and therefore does not discriminate on the basis of creed, color, national origin, sex, gender identity, sexual orientation,

age religion, marital or parental status, alienage, disability, political affiliation or belief, military or military discharge status, or ex-offender status. Applicants who have experiences with our client communities are encouraged to apply.