

MARICOPA COUNTY  
CENTRAL OFFICE  
305 South Second Avenue  
Phoenix, Arizona 85003-2402

FARMWORKER OFFICE  
305 South Second Avenue  
Phoenix, Arizona 85003-2402

MOHAVE OFFICE  
2701 E. Andy Devine, Suite 400  
Kingman, Arizona 86401

YAVAPAI OFFICE  
148 N. Summit Avenue  
Prescott, Arizona 86301



**Community**  
Legal Services

SAN LUIS OFFICE  
845 East "B" St., Suite 1  
San Luis, Arizona 85349

YUMA OFFICE  
204 South 1st Avenue  
Yuma, Arizona 85364

VOLUNTEER LAWYERS PROGRAMS  
Maricopa County - Central Office  
Mohave/La Paz Counties - Kingman Office  
Yavapai County - Prescott Office  
Yuma County - Yuma Office

**ADMINISTRATIVE OFFICE  
HUMAN RESOURCES ADMINISTRATOR  
LILLY PANIAGUA**

P.O. Box 21538  
305 South Second Avenue  
Phoenix, Arizona 85036-1538  
Telephone (602) 258-3434, Ext. 2420  
FAX (602) 253-1536  
TDD (602) 254-9852

**JOB ANNOUNCEMENT**

Do you want to help keep our neighbors housed? Join us in providing access to justice for tenants facing the loss of their homes and judgments that keep them from finding new homes. This is a great opportunity for a licensed lawyer to get court experience with mentoring and support, working for Community Legal Services seeking justice for families facing eviction. Additional compensation for Spanish fluency.

**POSITION:** **STAFF ATTORNEY (TENANTS EVICTION ASSISTANCE PROJECT) (LIMITED TERM, SUBJECT TO FUNDING – EXPIRES 06/30/2024)**

**LOCATION:** Remote (currently), and onsite at Maricopa County Justice Courts and CLS offices as determined by Community Legal Services.

**ORGANIZATION:** Community Legal Services, Inc.  
[www.clsaz.org](http://www.clsaz.org)

**WHO WE ARE:** Community Legal Services (CLS) is a team of highly motivated individuals, who provide legal assistance, advice or representation, self-help materials and legal education so people can know their rights. We focus on helping survivors of domestic violence; assisting victims of consumer fraud and abuse, protecting tenants from unlawful/unfair practices by landlords, foreclosures, legal problems affecting agricultural workers, wage claims and other employment matters, and federal and state programs affecting people's health and economic stability. We are dedicated to addressing economic, racial and other inequities by delivering legal services and education to vulnerable members of the community.

The Tenants Eviction Assistance Project provides legal advice, representation and assistance to tenants residing in the City of Phoenix and parts of Maricopa County. This project is a partnership between the City of Phoenix, Maricopa County and Community Legal Services. The goal of



*Community Legal Services is committed to eliminating poverty-based inequities in the civil justice system by providing high-quality legal advice, advocacy and assistance to low-income Arizonans.*



this program is to safeguard the rights of tenants in the City and parts of Maricopa County to prevent illegal evictions.

**DUTIES:** This is an exempt position that executes the duties of a professional involving the exercise of discretion and judgment. Tenants Eviction Assistance Project (TEAP) Staff Attorneys are responsible for the provision of legal services to eligible tenants facing eviction at assigned Justice Courts in the areas of the Arizona Residential Landlord and Tenant Act and Arizona state and federal housing laws. The priority for this position is to represent tenants in eviction proceedings, and provide legal advice and information to tenants facing evictions to prevent unlawful evictions, and participate in in-person community education events. This includes private landlord/tenant, subsidized and public housing, as well as housing financed by federal mortgages.

**QUALIFICATIONS:** Desire to assist tenants facing eviction in Justice Courts daily, including providing legal information, negotiating with opposing counsel and landlords.  
Education/Experience: *Juris Doctorate* (J.D.) or law degree from an accredited law school  
Certificates and Licenses: Member of the Arizona State Bar or eligible to practice law in Arizona pursuant to Ariz. R. Sup. Ct. 38(d) or other applicable rule or order.

**SALARY:** Depending on licensure and experience; excellent benefits package, including 12 paid holidays; a generous PTO plan (vacation, sick and personal leave); health and dental insurance (95% employee - 70% dependents), disability insurance, malpractice insurance, educational loan assistance, 403b pension plan, bar dues payment, possible eligibility for the Public Service Loan Forgiveness Program, compensation for bilingual (Spanish fluency) ability, and more.

**TO APPLY:** Send cover letter, resume, a writing sample, three (3) professional references and two (2) personal references to: Human Resources [lpaniagua@clsaz.org](mailto:lpaniagua@clsaz.org) or email documents to [infojobs@clsaz.org](mailto:infojobs@clsaz.org) Attention: Human Resources

**CLOSING DATE:** Open Until Filled

***COMMUNITY LEGAL SERVICES IS AN EQUAL OPPORTUNITY EMPLOYER***