

## **JOB ANNOUNCEMENT SENIOR HOUSING ATTORNEY**

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The Mississippi Center for Justice (MCJ) seeks a Senior Housing Attorney for our Housing Campaign. MCJ seeks an attorney whose substantive law concentrations/educational background/clinical experience includes exposure to the Fair Housing Act, the Mississippi Landlord/Tenant Act, and the process of clearing titles.

MCJ is a nonprofit, public interest law firm committed to advancing racial and economic justice statewide. Our lawyers work with community leaders to support their social justice campaigns and to channel the energies of the legal community to combat discrimination and poverty. With offices in Jackson, Biloxi, and Indianola, we seek systemic solutions that protect the rights of consumers, secure access to healthcare and education, defend voting rights for all, and make fair and affordable housing available for all Mississippians.

### **Position Summary**

The Senior Housing Attorney reports to the Director of MCJ's Housing Law Campaign. The position also includes significant responsibility, including managing complex litigation and advocacy matters.

### **Job Responsibilities**

This is a full-time, in-person position based in our Jackson, Biloxi, or Indianola office. The Senior Housing Attorney's job responsibilities may include the following, as assigned by the Director:

- Lead litigation, policy advocacy, or administrative proceedings on behalf of clients.
- Register and regularly maintain client records in case management system.
- Develop legal strategies in collaboration with impacted communities and partner organizations.
- Locate partners, conduct outreach, know-your-rights trainings, and legal education in community settings.
- Contribute to grant reporting and maintain data for use in grant proposals, grant reports and organizational records.
- Engage in coalition work and represent MCJ in partner convenings, stakeholder meetings, and public forums.
- Monitor relevant legislative, regulatory, or judicial developments and provide legal analysis to inform MCJ's advocacy and policy efforts.
- Collaborate with Communications staff to lift up client stories and legal victories that advance MCJ's mission.
- Represent MCJ in interviews with the press, in legislative hearings, or similar public forums.

## Qualifications

- Licensed to practice law in Mississippi or able to attain Mississippi licensure within 6 months of hire.
- Require a minimum of 8 years (Senior Staff Attorney) or a minimum of 6 years (Staff Attorney) of practical litigation experience, including but not limited to:
  - This includes leading complex civil litigation or administrative proceedings, including drafting pleadings, managing discovery, handling evidentiary hearings, and/or arguing dispositive motions;
  - Representing clients in litigation or administrative proceedings;
  - Advising clients on legal rights, risks, and strategy;
  - Drafting legal documents such as pleadings, motions, contracts, or policy briefs;
  - Conducting legal research and analysis to support case strategy or policy reform; and
  - Advocating before courts, agencies, or legislative bodies.
- Experience collecting and maintaining impact data, client records and files.
- Self-starter, highly organized, detail-oriented, and possess strong interpersonal and time-management skills.
- Ability to multi-task, balance work, work independently and collectively, and meet deadlines.
- 3-4 years of specialized experience in Fair Housing, Mississippi Landlord/Tenant Law, Americans with Disabilities Act, and clearing titles preferred.
- Experience leading specified advocacy projects preferred.
- Commitment to the mission of the Mississippi Center for Justice.
- Demonstrated experience working with and in support of low-income communities and communities of color.
- Excellent organizational and record-keeping skills.
- Proficiency in Adobe, Microsoft Office Suite and legal research platforms (e.g., Westlaw, Lexis).

## Salary/Benefits

Salary is competitive and dependent on experience. The Mississippi Center for Justice offers a generous benefits package, including: medical, dental, life, and vision insurance, short-term disability, paid time off, participation in a retirement savings program, and other benefits.

**To Apply:** Please send a brief letter of interest that outlines your relevant experience consistent with the job responsibilities and qualifications, a resume with three (3) professional references, including two (2) from former employers, to:

Ashley Richardson, Director of the Housing Law Campaign  
[arichardson@mscenterforjustice.org](mailto:arichardson@mscenterforjustice.org)

No telephone inquiries.

**The position will remain open until filled.**

***The Mississippi Center for Justice is an Equal Opportunity Employer. We value a work place that is diverse in race, gender, economic status, age, geographic origin, sexual orientation, and other differences that enrich our organizational culture.***