



Job Title: Housing Attorney

Location: Colorado Springs

Classification: Exempt

Reports To: Managing Attorney of Colorado Springs Office

Salary Range: \$66,108 – \$108,011 plus \$4,200 yearly stipend. Salary commensurate with experience.

Organization Overview:

Colorado Legal Services (CLS) is Colorado's statewide nonprofit legal aid program, with thirteen offices providing civil legal assistance to low-income Coloradans throughout the state. CLS provides free legal assistance in a broad variety of legal areas, including family law, public benefits, eviction defense, consumer protection, services to survivors of serious crime and human trafficking, and many others.

CLS has strengthened lives, assisted families, and supported communities—one person at a time for over 90 years. We are committed to providing high-quality, free legal advice and representation to eligible individuals throughout Colorado. We have a long history of successful impact and advocacy. CLS strives to bring about substantive, transformational change in the lives of those we serve.

Position Summary:

Under the supervision of the Managing Attorney of the Colorado Springs Office, the housing attorney advises and represents clients at risk of eviction, including in mediation and litigation. This position requires demonstrated high quality legal skills with an assertive, imaginative, and energetic approach to meeting the legal needs of the poor. Work will be regularly reviewed to verify general performance and compliance with all regulations and/or guidelines and to stimulate professional growth and development.

Essential Duties:

- Assume an active caseload, conduct client interviews, investigate and prepare legal documents and papers as well as engage in negotiations, trial and appellate work in state and federal courts;
- Provide advice to and representation of clients in accordance with program priorities;
- Develop relationships with the communities we serve and the leaders of those communities;
- Stay current on general and specialized poverty law developments;
- Achieve and maintain knowledge of general areas of poverty law and competence in the particular areas housing law;
- Participate in complex and major litigation and other special projects within the local office or program wide, such as litigation involving legal issues affecting larger numbers of low-income clients;
- Participate in office or program wide projects to provide training and/or community education to agencies, advocates, clients, or community groups about legal services, issues, and rights of



interest to low-income persons; and

- Consult and co-counsel with other attorneys, where appropriate.
- Deliver sound legal counsel and exceptional advocacy that align with program objectives and meet the standards set forth by CLS Casehandler Standards.
- Display patience, empathy, and sound judgment while providing clear and transparent communication to clients, managing their expectations effectively.
- Perform client and witness interviews, carry out thorough case investigations, and draft necessary legal documents and pleadings.
- Ensure comprehensive and current documentation of client case notes in case management system.
- Represent clients in court and before administrative agencies and collaborate with other CLS attorneys and paralegals, as needed.

Required Qualifications:

- Valid license to practice law in the state of Colorado or ability to obtain a Colorado license as soon as practicable.
- Excellent written and verbal communication skills.
- Detail-oriented with strong critical thinking and analytical skills.
- This position requires primarily in-person work in the Colorado Springs office, with some remote work after the initial training period.

Preferred Qualifications:

- Some experience in legal practice, particularly in poverty or housing law, or related work.
- Sensitivity to the legal needs of poor and/or marginalized people.
- Bilingual and Microsoft Office proficiency.

Compensation and Benefits:

We offer a generous plan that includes 100% employer paid premiums for employee health, dental, vision, life, and long-term disability insurance as well as partial employer paid premiums for spouses/dependents, based on a sliding scale. We also offer Dependent Care and Medical Flexible spending accounts, a 403(b) retirement account, and an Employee Assistance Program (EAP). Additionally, CLS offers a \$350.00 monthly stipend (to be used as you choose), generous paid time-off and 12.5 paid holidays per year. CLS values its employees' commitment to working hard for the population it serves and recognizes the importance of work/life balance; therefore, we offer flexible work schedules and hybrid work arrangements as appropriate. We promote and foster a diverse, inclusive, equitable, and psychologically safe work environment, striving to be a "Best Place to Work" in Colorado. Law school graduates are paid \$65,108 until they pass the Colorado bar.

How to Apply:

Please email a copy of your resume and cover letter to [hiring@colegalserv.org](mailto: hiring@colegalserv.org). Please include "Housing Attorney – Colorado Springs" in the subject line.



Note: Please mention how you heard about the job announcement in your email.

Please no solicitations from recruitment firms.

Our Commitment to Diversity, Equity, Inclusion, and Belonging:

CLS embraces diversity, equity, inclusion, and belonging as an Equal Opportunity Employer. We are committed to building and retaining a workforce that respects and empowers each individual and represents a variety of diverse cultures, perspectives, skills, and experiences. We encourage all qualified candidates to apply for this position.