



July 2, 2021

## **BANKRUPTCY STAFF ATTORNEY CONSUMER RIGHTS UNIT**

***Greater Boston Legal Services (GBLS) is an Affirmative Action/Equal Opportunity/Accessible Employer and strives to ensure that our staff members reflect the diversity of the communities we serve.***

GBLS seeks a staff attorney to specialize in bankruptcy cases in our Consumer Rights Unit (CRU). The CRU represents clients in a variety of consumer cases, including bankruptcy. Many low-income people are faced with debt that keeps them in a cycle of poverty. We seek to help clients get a fresh start by representing them in Chapter 7 bankruptcies. We also represent clients in Chapter 13 bankruptcies when needed to prevent foreclosures and keep them in their homes. Additionally, we file adversary proceedings in the Bankruptcy Court where it is possible to litigate affirmative claims on behalf of our clients. On occasion, we also work with other units and assist in bankruptcy proceedings where our clients are creditors. GBLS provides free legal services and representation to clients in the greater Boston area who cannot afford private legal representation.

### Responsibilities:

- Manage a bankruptcy case load and provide representation and assistance to clients in both Chapter 7 and Chapter 13 bankruptcies;
- Litigate in both adversary proceedings and contested matters in bankruptcy court and—where necessary—handle appeals to the 1<sup>st</sup> Circuit BAP or the Federal District Court;
- Conduct intake interviews and assess whether clients would benefit from filing bankruptcy;
- Provide advice and referrals on bankruptcy matters;
- Develop expertise in bankruptcy law and procedure and serve as a resource to GBLS staff and clients;
- Provide culturally competent, inclusive, and accessible legal services to clients with diverse backgrounds and experiences across a range of intersecting identities including race, ethnicity, gender identity, age, disability, national origin, and sexual orientation;

- Train and provide information to community groups about bankruptcy;
- Train and present at substantive law events as appropriate;
- Participate in internal projects to share substantive knowledge, and supervise students and other staff as appropriate;
- Assist with general administrative tasks and grant reporting as appropriate;
- Maintain up-to-date knowledge and skills in bankruptcy law.
- Work on other consumer issues as needed.

#### Qualifications:

- This position is for an attorney with 0-3 years' experience.
- The candidate must be admitted to the Massachusetts bar and the Bankruptcy Court or have comity to become admitted.
- The candidate must have familiarity with or have a demonstrated interest in bankruptcy law and procedure.
- The candidate must be detail-oriented with excellent computer skills and the ability and willingness to learn new technologies.
- The candidate must have excellent oral and written communication skills.
- The candidate must have the ability to handle and prioritize multiple tasks.
- The candidate must be able to work independently as well as collaboratively with other attorneys, non-attorney staff, and community partners.
- Experience working with low-income clients from a wide range of races, cultures and backgrounds is preferred.
- Litigation experience preferred.
- Fluency in Spanish, Haitian Creole, Portuguese or other predominant languages spoken by GBLS clients is helpful.

#### Salary & Benefits:

- Salary is based on a union scale, which begins at \$60,000 for an attorney who has just graduated law school. GBLS offers a generous benefits package, retirement contribution, a student loan repayment assistance plan for eligible attorneys, and generous PTO leave. Candidates should submit letter of interest, resume and brief writing sample to the Personnel Department at [jobs@gbls.org](mailto:jobs@gbls.org). Please refer **to Job Code: CRU-ATT** when applying for this position. **Deadline is July 16, 2021**, or until position is filled.

**GBLS values diversity and encourages applicants from a broad range of backgrounds and experiences.**