

**JOB ANNOUNCEMENT**  
**MLP STAFF ATTORNEY– INDIANAPOLIS REGIONAL OFFICE**

**AGENCY DESCRIPTION:** Indiana Legal Services, Inc. (ILS) is a statewide, not-for-profit organization that provides free legal services to eligible clients in civil cases through 8 branch offices. ILS is funded by the Legal Services Corporation, Indiana Civil Legal Aid Fund, United Ways, Area Agencies on Aging, and approximately 20 other funding sources.

**LOCATION:** The Staff Attorney will work out of our Indianapolis, Indiana office. The Indianapolis office is the largest office of ILS, responsible for providing legal services to clients in 18 counties.

**Job summary:** The Staff Attorney is responsible for providing substantive legal advice and representation for low income clients referred from healthcare partners of ILS' Medical Legal Partnership (MLP) project. The staff attorney will also be expected to cultivate and develop relationships with the staff of partner organizations. This attorney will work under the supervision of the Directing Attorney of the MLP Practice Group within the Indianapolis Regional Office. The position will require some travel within the 18 counties served by the Indianapolis Regional Office.

**SALARY AND BENEFITS:** Full-time position, 37.5 hours per week, minimum. Salary commensurate with experience. ILS offers an excellent fringe benefits package including health insurance (medical, dental, vision, Rx), disability insurance, life insurance, a 401k plan, a flex benefit plan, and generous vacation and sick leave. The attorney may be eligible for the ILS loan repayment assistance program (LRAP) as well as the Indiana Bar Foundation LRAP, LSC LRAP, College Cost Reduction Access Act and Higher Education Opportunity Act LRAP.

**RESPONSIBILITIES:** Among other duties as assigned, the Staff Attorney will:

- Review applications for legal services and assess legal issues.
- Provide legal services for clients in family law, housing, consumer, public benefits, and other poverty law areas.
- Supervise law students and volunteers
- Cultivate relationships with health care partners
- Plan, implement, and staff regular outreach sessions with community partners
- Develop and maintain networking relationships with local bar associations and with local, state and federal governments and community agencies that serve our client population.
- Exhibit a high level of personal energy, organization and commitment to the position and the ILS mission.

**QUALIFICATIONS:**

J.D. degree after graduation from an ABA-accredited law school and admitted to practice law in Indiana, or eligible to become licensed by reciprocity or by taking the next bar exam. A demonstrated commitment to social and economic justice and serving disadvantaged populations.

**TO APPLY:** Send a letter explaining your interest, experience and your resume, as well as a list of three professional references to Jay Chaudhary, Managing Attorney, at: [jay.chaudhary@ilsa.net](mailto:jay.chaudhary@ilsa.net)

**CLOSING DATE:** When filled

**POSITION START DATE:** As soon as possible.

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Equal Employment Opportunity/Affirmative Action Employer Minorities, women, persons with physical challenges, and individuals with facility in other languages, especially Spanish, are urged to apply.