

**LEGAL AID SOCIETY – HEALTH, HOUSING & ECONOMIC STABILITY
PRACTICE GROUP INTERN/EXTERNSHIP**

Legal Aid Society of Metropolitan Family Services' (LAS) Health, Housing & Economic Stability Practice Group seeks qualified law students for a Spring 2023 internship or externship. The position is planned to be hybrid, but primarily remote with some in-person opportunities. This is a part-time, unpaid position, though applicants are encouraged to seek external funding, work-study funding, or class credits.

The Health, Housing & Economic Stability (HHES) Practice Group provides legal representation to low-income Chicagoans and residents of south suburban Cook County and DuPage County. Its Housing Law Program focuses on homelessness prevention and housing stabilization. Additionally, this practice group engages in community education on landlord/tenant issues. The intern/extern will support attorneys in the HHES Practice Group in representation of clients in a variety of housing law matters such as eviction defense, housing subsidy preservation, and substandard housing conditions, among other things.

RESPONSIBILITIES

1. Assist in providing high-quality legal services to clients in all aspects of representation from intake interviews to litigation;
2. Represent clients in court for individuals with Illinois law licenses or 711 licenses;
3. Help to maintain client files and case notes;
4. Identify and bring to manager's attention, systemic issues affecting client populations served;
5. Support the mission of the agency through active engagement and participation;
6. Help to advocate and negotiate with adverse parties to favorably resolve cases;
7. Communicate with opposing attorneys, court employees, government officials and others as necessary;
8. Prepare and use legal documents, discovery material, settlement agreements, and court pleadings, with consultation of immediate supervisor; and
9. Other duties, as assigned.

QUALIFICATIONS

1. 711 license (or eligibility to apply for one) preferred but not required;
2. Strong verbal and written communication skills;
3. Must be able to work independently and yet be willing to seek guidance when needed;
4. Must be able to respond to clients in a professional and patient manner; and
5. Ability to work effectively with diverse individuals and groups.

To apply, please email a **resume and cover letter** to Elizabeth Gresk, Pro Bono Director, at LASinterns@metrofamily.org. Please note in the subject line the position that you are applying for (HHES). Applications will be reviewed on a rolling basis until the positions are filled. LAS hopes to fill the position by mid-December 2022.