

HEALTH, HOUSING & ECONOMIC STABILITY – CHICAGO FALL 2025 INTERN/EXTERNSHIP

Legal Aid Society of Metropolitan Family Services' (LAS) Health, Housing & Economic Stability Chicago Team seeks qualified law students or recent graduates for a Fall 2025 fellowship, internship or externship. The position is based in Chicago and will by hybrid, with in-person and some work from home 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, with a focus on housing issues. HHES' goals are homelessness prevention and housing stabilization. Additionally, this practice group engages in community education on landlord/tenant issues. The fellow/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) strongly preferred;
- 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 <u>LASinterns@metrofamily.org</u>. Please note in the subject line the position that you are applying for (HHES Chicago). Applications will be reviewed on a rolling basis until the position is filled. . Please note: a background check and fingerprinting will be required as part of the on-boarding process.