The Waterfront Project  
Full-Time Staff Attorney

Organization

Founded in 2013, The Waterfront Project, Inc. (WFP), is a legal center that provides free civil legal representation, brief advice, and advocacy to Hudson County’s most vulnerable residents - the working poor, seniors, homeless, and those living with disabilities.

Currently, WFP’s primary focus is pursuing creative legal strategies to allow low-income people to stay in their homes and communities, especially in neighborhoods experiencing rapid development and gentrification. WFP represents clients and supervises pro bono attorneys representing clients on matters related to their public benefits, housing, estate planning, and consumer debt.

WFP is also the home of Hudson County’s Housing Counselling Program. The Housing Counselling Program provides HUD-approved counselling on tenancy rights and improving one’s credit.

For more information, please visit www.thewaterfrontproject.org.

Position

The Waterfront Project, Inc. is seeking applications for the position of Staff Attorney to provide civil legal services, with a focus on landlord tenant, elder law, and public benefits advocacy. The position is full-time, approximately 40 hours per week.

Responsibilities

The Staff Attorney will be engaged in direct representation and may be asked to provide support to our network of pro bono attorneys who represent clients. The Attorney will also be expected to engage in activities including but not limited to:

- Provide advice, counsel, and direct representation to clients in civil proceedings primarily in Hudson County Landlord/Tenant Court, during Housing Authority administrative proceedings, and before Rent Control Guidelines Boards and Rent Administrators;
- Conduct legal intake and evaluate clients’ legal needs onsite and at various offsite legal clinics;
- Provide training and technical assistance to community partners on topics related to landlord-tenant law; and
- Coordinate and collaborate with other tenant groups and community based organizations.

Qualifications

- License and ability to practice law in New Jersey required;
- 2+ years litigation experience, preferably in legal services or with an extensive pro bono practice;
- Confidence in the courthouse;
- Strong organizational, research, analytical, and oral and written communication skills;
- Demonstrated commitment to social, economic, and racial justice;
- Experience working on affordable housing, emergency shelter or other issues related to homelessness;
- Willingness to participate in grant reporting requirements;
- Familiarity with Google Organization & Productivity Tools (Gmail, Google Docs, Google Calendar) and/or ability to learn new technologies;
● Ability to work in a small, nonprofit environment, both independently and as part of a team;
● Ability to track legal developments in the area of housing law, elder law, consumer rights, and other substantive legal issues affecting program clients;
● Ability to work with underrepresented communities, including but not limited to people living with physical or mental health disabilities and clients of diverse ethnic, cultural, and linguistic backgrounds;
● Bilingual (English/Spanish) skills preferred but not required;
● Access to reliable transportation.

Pay and Benefits
This is a full-time, exempt position (40 hours/week). WFP offers a competitive public interest salary package that includes health, dental, and vision benefits, a retirement plan with an employer contribution, flexible scheduling, generous paid vacation and sick leave.

How to Apply
Please email a resume and cover letter to director@thewaterfrontproject.org. Applications will be accepted and reviewed on a rolling basis. Given WFP has an immediate opening, applicants are strongly encouraged to submit their application at their earliest convenience. No calls, please. Only those applicants selected for an interview will be contacted.

WFP is an equal opportunity employer and values a diverse workforce. Women, people of color, members of the LGBTQ+ communities, veterans, and people with disabilities are encouraged to apply.