FALL 2023 LAW STUDENT OPENINGS AT MID-MN LEGAL AID MINNEAPOLIS OFFICE

Mid-Minnesota Legal Aid (MMLA) is seeking 2L and 3L law students to work in our Minneapolis office. These positions require a minimum of 10 hours per week for the full semester or school year. In your cover letter, please indicate which practice group(s) you are interested in and how many hours per week you will be available to work.

As an equal opportunity employer, MMLA is committed to inclusive hiring and dedicated to diversity in our work and staff. We strongly encourage candidates of all identities, experiences, and communities to apply. We welcome information about how your experience can contribute to serving our diverse client communities. Applicants are encouraged to share in their cover letter how they can further our goal of equal justice for all. We are committed to a discrimination- and harassment-free workplace.

PRACTICE GROUPS:

Consumer/Homeownership: The Consumer Unit represents clients facing debt collection, unfair debt practices, wrongful credit reporting, among other consumer issues, and clients facing the loss of their home to foreclosure.

Immigration Law Project (ILP): ILP provides legal representation to clients in a full range of immigration contexts, including removal/deportation defense, adjustment of status, citizenship, and VAWA-based cases (U and T visas).

Seniors: The Seniors unit provides advice on a wide range of legal topics to individuals 60 years of age or older. Some full representation of clients in legal matters. Come ready to serve older adults; prior experience working with older individuals is a plus.

Tax: MMLA’s Low-Income Taxpayer Clinic (LITC) is funded by the IRS to represent people with tax-related disputes. We help clients reduce the debt they have to pay to the IRS, get affordable payment agreements or forbearance from payments, challenge identity theft, claim the innocent spouse defense to tax debt among many other issues. Preference for volunteer clerk over for credit clerk because of grant requirements.

RESPONSIBILITIES MAY INCLUDE:

- Apply the principles of MMLA's Racial Justice Values Statement in all interactions.
- Interview clients.
- Conduct legal research.
- Prepare case documents including pleadings, memoranda, letters to opposing counsel, etc.
- Investigate and research property related issues like foreclosure, property tax forfeiture, and contracts for deed.
- Negotiate with creditors.
- Research current policy issues to prepare and present community education materials.
- Participate in weekly practice group case review meetings.
- Other duties as assigned.

QUALIFICATIONS:

- Demonstrated interest in and commitment to the needs of low-income/vulnerable clients.
• Proficiency using Microsoft Office.
• Excellent attention to detail, interpersonal skills, and oral and written communication skills.
• Ability to handle a variety of assignments while building collaborative relationships with clients, staff, and the community.
• Diverse economic, social, or cultural experiences preferred.
• Second language proficiency, especially Arabic, Hmong, Somali, or Spanish, preferred.

PAY: These positions are not paid. Please consider work-study if you are eligible. All positions could also be for credit in partnership with your school.

APPLICATIONS: Submit resume and cover letter expressing interest in the position via email at apply@mylegalaid.org. Open until filled, with preference given to candidates who apply by July 28, 2023.

If you require a reasonable accommodation for completing this application, interview, or otherwise participating in our selection process, please contact Ann Cofell at acofell@mylegalaid.org.

Please direct all other inquiries to hiring@mylegalaid.org.

Mid-Minnesota Legal Aid is an Equal Opportunity/Affirmative Action employer.