



Legal Services of Eastern Michigan Job Position Description Housing Attorney – Saginaw Office

About Us

For over 60 years, Legal Services of Eastern Michigan (LSEM) has been fighting for fairness and equal access to justice. We provide civil legal assistance to low-income and marginalized individuals across 14 mid-Michigan counties from our offices in Flint and Saginaw.

Our mission: *To ensure that those who need legal help the most — and have the least access — receive it.*

Join us in shaping communities where everyone can assert their rights and pursue justice through effective advocacy.

About the Role

We are seeking a dedicated and client-focused Attorney to join our team and advocate for individuals and families facing housing instability. This position is primarily responsible for managing a docket of landlord-tenant matters, with an emphasis on eviction defense, including client counseling, negotiation, courtroom advocacy, and the preparation of legal documents.

In addition to direct representation, you will conduct scheduled housing-related client intake, provide community outreach and education on tenants' rights and housing stability, and collaborate with community partners, coalitions, and task forces working to address housing and homelessness issues. This is an excellent opportunity for an attorney who is passionate about expanding access to justice and making a meaningful impact in the communities we serve.

Key Responsibilities

- Provide high-quality legal representation in accordance with grant requirements and LSEM policies and procedures.
 - Represent clients through litigation, administrative advocacy, legal document preparation, and community advocacy.
 - Collaborate with Supervising and Managing Attorneys to ensure clients receive holistic, high-quality legal services that advance their best interests.
 - Ensure compliance with applicable grant and funding requirements.
 - Prepare case documentation and other materials necessary for funder reporting, as requested.
 - Conduct legal education and community information sessions to promote program services and increase public awareness.
 - Participate in stakeholder, coalition, and partner meetings to support program planning, evaluation, and community collaboration.
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Knowledge, Skills & Abilities

- Excellent legal, organizational, written, and verbal communication skills, with the ability to explain complex legal concepts in clear, understandable terms.
 - Demonstrated ability to build rapport and work effectively with individuals from diverse racial, ethnic, cultural, and socioeconomic backgrounds.
 - Knowledge of the communities served and a proven ability to establish and maintain meaningful community partnerships.
 - Demonstrated commitment to civil rights, equal justice, and serving vulnerable populations.
 - Strong analytical, problem-solving, and legal research skills, with the technical proficiency necessary to provide high-quality legal representation.
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Qualifications

- Juris Doctor (JD)
 - Admission to the Michigan Bar
 - Attorneys with little or no prior experience are welcome to apply; training and mentorship will be provided.
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Compensation & Benefits

- Compelling overall compensation package.
 - Salary commensurate with experience, in accordance with the applicable union salary scale.
 - Comprehensive benefits including:
 - Medical, disability, and life insurance
 - Paid vacation, holidays, and personal time
 - Employer-matched retirement plan
 - Student loan repayment assistance
 - Professional development allowance
 - Flexible spending account (FSA) and disability coverage
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How to Apply

Interested applicants should email a cover letter, resume, and three (3) references to: humanresources@lsem-mi.org

Applications will be reviewed on a rolling basis — early applications are encouraged. LSEM is an equal opportunity employer. We strongly encourage all potentially qualified applicants who share our commitment to justice and equity to apply.