



## **Community Organizer for Housing Justice Fellowship**

**Employer: Mid-Shore Pro Bono, Inc. (MSPB)**

**Fellowship: Equal Justice Works Housing Justice Program**

Mid-Shore Pro Bono, Inc. is a nonprofit organization that connects people with limited resources to legal representation for civil matters. Our mission is to connect individuals and families in need of civil legal help with volunteer attorneys and community resources. Our vision is that all people are empowered to resolve civil legal issues. MSPB connects over 3,000 clients on the Eastern Shore of Maryland with legal representation every year. MSPB is based in Easton, Maryland and has satellite offices located in Chestertown and Salisbury.

**Job Summary:** MSPB seeks an energetic and outgoing Community Organizer for Housing Justice to connect people to legal assistance for housing-related legal matters, generate and cultivate partnerships, deepen connections to community resources, and promote Mid-Shore Pro Bono's free and low-cost civil legal services. The ideal candidate will have a great sense of humor, a demonstrated commitment to public service and social causes, a desire to connect with people, ability to cultivate a diverse network of community connections, and strong oral and written communication skills. *Salary:* \$42,500 annually for a two-year fellowship, generous benefits package including excellent vacation and sick leave, individual health care, vision, dental, and matching funds towards 403(b) retirement savings plan. MSPB supports a family friendly, collaborative work environment with options for hybrid and flexible work schedules. Opportunities for professional development and cross training. This position will be based out of our Salisbury office and will serve the Lower Shore counties (Somerset, Wicomico, and Worcester Counties).

### **Community Organizer for Housing Justice Fellowship:**

MSPB seeks diverse and dynamic applicants for a two-year, full-time community organizer position at MSPB as an Equal Justice Works Fellow in the Housing Justice Program. The Fellowship begins in August 2022.

MSPB has been selected by Equal Justice Works as an implementing partner of [Equal Justice Works' Housing Justice Program](#). Equal Justice Works is the nation's largest facilitator of opportunities in public interest law. The *Equal Justice Works Housing Justice Program* is a program comprised of Attorney Fellows and Organizer Fellows who, over the course of a two-year fellowship term, will be part of a targeted initiative to address the justice gap in the Maryland through responsive, context-specific innovations and interventions focused on housing justice. Specifically, Attorney Fellows and Organizer Fellows will serve at one of the participating community-based and/or legal services organizations, and work as a unified front to fight a variety

of injustices related to housing instability and involuntary displacement in Maryland, particularly due to eviction.

The selected Fellow will be employed by MSPB to fulfill all fellowship duties at a local and/or state level. The Fellow will report to the Senior Paralegal and Legal Director for day-to-day supervision, mentoring and performance evaluation.

### **Fellowship responsibilities include**

- Providing resident services addressing issues that arise from housing instability for low-income households, especially in eviction/unlawful detainer cases, such as information on tenant rights and referrals for existing community services and resources. Other areas of assistance may include issues related to housing stability including consumer debt, bankruptcy, foreclosure, real property, and expungements. These services will primarily be provided in the lower shore counties of Maryland, such as Wicomico, Worcester, and Somerset.
- Working in close coordination with the Attorney Fellow to support legal services, including conducting client intakes, collecting and preparing materials for cases, tracking case status, and keeping MSPB's case management system (Legal-Trak) up to date on all developments related to the cases
- Building key stakeholder relationships in furtherance of the Fellowship objectives; creating, fostering, and cultivating partnerships among legal services providers, tenants' associations, community social services providers, and other community-based entities
- Strategizing, planning and conducting training and outreach to communities and community organizations in furtherance of housing stability and affordability for low-income community members; engaging in peer-to-peer learning with other Equal Justice Works Housing Justice Program Fellows.
- Actively contributing to and participating in Housing Justice Program cohort activities (resource exchanges; mandatory webinars and conference calls; and training events, including Equal Justice Works Leadership Development Training in fall 2022 and 2023).
- Exercising leadership competencies as an Equal Justice Works Fellow.
- Contributing to required programmatic reporting and overall program evaluation.
- Assisting in the management and supervision of interns and volunteers.

### **Qualifications**

Candidates will possess the following qualifications:

- High School diploma or equivalent; some college education a plus
- Commitment to social justice
- Compassionate and service-oriented approach to working with the public
- Lived experience navigating community resources
- Ability to develop and maintain a variety of relationships on multiple levels

- Excellent communication, interpersonal, and organizational skills
- Strong oral and negotiation skills, and the ability to work as a team member
- Prior experience in managing independent projects or assignments
- Experience with delivering training and presentations a plus
- Diverse economic, social and cultural experiences and a second language are preferred
- Knowledge of housing benefits law and/or experience with housing and benefits agencies.
- An ability to work collaboratively in a multidisciplinary setting to facilitate a coordinated community response and provide holistic services to clients
- Background in social work, communications, and/or law a plus.
- Selected candidate must be fully COVID-19 vaccinated (including boosters) by first day of employment with MSPB.

Please note all Fellows are expected to fulfill the complete duration of the Fellowship and will be required to sign a Fellowship Agreement with Equal Justice Works.

### **Salary and Other Benefits**

The Equal Justice Works Housing Justice Program organizer will receive an annual salary of \$42,500 and a generous benefits package including excellent vacation and sick leave, individual health care, vision, dental, and matching funds towards 403(b) retirement savings plan. MSPB supports a family friendly, collaborative work environment with options for hybrid and flexible work schedules. Opportunities for professional development and cross training. Interested applicants should contact Legal Director, Laura L. Chafey, Esq. via email at [LChafey@midshoreprobono.org](mailto:LChafey@midshoreprobono.org) with any follow-up questions.

### **Application Instructions:**

Please submit the following application materials via email to Legal Director, Laura L. Chafey, Esq. at [LChafey@midshoreprobono.org](mailto:LChafey@midshoreprobono.org):

1. Resume
2. Letter of Interest
3. List of Professional References

**Application Deadline:** August 1, 2022 but candidates are encouraged to apply as soon as possible.

*MSPB is an equal opportunity, affirmative action employer that encourages all interested persons to apply regardless of race, color, national origin, ancestry, ethnicity, citizenship, creed, sex, gender, sexual orientation, gender identity, transgender status, age, religion, genetic information, physical or mental disability, marital status, or any other legally protected status. We strongly encourage Black, Hispanic or Latino/a, Indigenous, and other applicants of color, people with disabilities, and other people historically underrepresented in the civil legal services field to apply.*