



Experienced Housing Attorney Job Description Denver, CO

About the COVID-19 Eviction Defense Project (CEDP)

In Colorado, the COVID-19 pandemic triggered unprecedented eviction risk for U.S. renters. Nationwide, more than 20M people are at risk of eviction, with more than 300,000 at risk in Colorado alone. The [COVID-19 Eviction Defense Project \(CEDP\)](#) was formed in April 2020. Our mission is to *Keep Coloradans Housed*. We do this by helping to prevent mass evictions and homelessness. While the need escalated during the pandemic, we will provide these services well after the pandemic ends.

CED Law is part of this broader collection of organizations under the CEDP that are scaling a “continuum care” approach to eviction prevention that centers the legal and financial needs of housing-insecure families and uses a variety of tools to keep them housed. The project brings together housing lawyers, economists, data analysts, policy-experts, organizers, and technologists to provide three services:

- **Financial assistance** for tenants at risk of eviction through ERA funds ([Colorado Stability Fund](#))
- **Legal aid** for those needing additional legal aid on top of rental aid (through CED Law)
- **Data and research** published in conjunction with the [Bell Policy Center](#) & the [Aspen Institute](#)
- **Advocacy** and public policy services

Our focus in 2021 is on providing rental assistance and legal services to help at-risk individuals and families gain access to state and private rental assistance dollars and protecting individuals’ rights as tenants. After proving the efficacy of this effort in two 2020 pilots, we are scaling the effort in 2021 targeting the distribution of several million dollars in rental assistance by the end of Q2 2021.

More about the Experienced Housing Attorney

Our practice is seeking an experienced housing attorney to help manage eviction defense and other housing-related cases, to represent tenants in these proceedings, and to help train other housing attorneys. The attorney will be responsible for representing clients in court, maintaining accurate case files, working with our paralegals and staff to meet all court requirements for each case and serving as a reliable advocate for our growing list of clients. The successful candidate will have a client-focused

attitude and experience as a practicing housing law attorney. The successful candidate will also have at least four years of litigation experience and proven success managing complex cases, along with a desire to work in a collaborative environment centered on social justice and equity. The successful candidate will also be willing to live in Colorado and to obtain admission to the Colorado bar.

Position Responsibilities

- Communicate with clients in a timely, respectful, and empathetic manner
- Help determine appropriate cases and strategies to effect long-term change
- Prepare all documents required to file cases
- Work closely with staff to prepare a comprehensive brief on each case that goes to trial
- Maintain a regular schedule of hearings, court appearances and conferences based on case requirements
- Review case-related documents and determine the best course of action for each client in each case
- Have excellent knowledge of Colorado housing law
- Willingness to work independently on all aspects of your caseload as well as the ability to effectively partner with others, utilize a paralegal's assistance, and collaborate with Tenant Intake Specialists

Position Requirements

- JD required, admission to the Colorado bar will also be a requirement
- Demonstrated passion for social and racial justice
- 4+ years' experience in housing law and litigation
- Strong desire to center client and community needs
- Excellent interpersonal communication skills
- Strong organizational abilities
- Knowledge of MS Office suite, CLIO, Google Suite desired

Equal Opportunity

The Community Firm is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

Benefits & Compensation

- Salary range \$75,000 to \$85,000 per year, based on experience
- Benefits include health, dental, 4 weeks paid vacation, short-term and long-term disability, and 401K

To Apply

Please send a resume and cover letter to Martha@cedproject.org