



STAFF ATTORNEY, INSURANCE BENEFITS (FULL OR PART-TIME)

If you have a passion for social justice and want to fight for those who need legal assistance the most, we want you to join our team! You will work with people living with HIV to address their insurance-related legal needs, including public and private disability income and health insurance matters. Depending on your experience, the starting salary is \$75,000-\$90,000 (full-time) or \$40,000-\$48,000 (part-time, 20 hours per week). We offer good benefits and flexible work hours. People of color, women, and those with disabilities, including HIV, are encouraged to apply.

Responsibilities: Provide direct advocacy and representation for people living with HIV/AIDS, primarily in insurance-related matters, including:

- Conducting client intake interviews, providing information and referrals.
- Developing litigation strategies on disability income and health insurance benefit matters in administrative proceedings.
- Analyzing and evaluating benefits under the Social Security Administration, Medi-Cal, Medicare, ADAP, OA-HIPP, as well as private health insurance and private long-term disability insurance under ERISA.
- Referring clients to appropriate service providers and volunteer Panel Attorneys.
- Maintaining accurate digital client files and preparing reports on activities.
- Conducting outreach and educational presentations for clients and community members affected by HIV/AIDS, including helping develop insurance-related MCLE training curricula.
- Providing training to other local HIV/AIDS services providers and maintaining partnerships with agencies that serve people with HIV/AIDS.
- Supervising law clerks and performing general administrative duties as assigned.

Qualifications

- Active membership in the State Bar of California or post law school graduate.
- Experience working with vulnerable populations including people with mental health disabilities, people living with HIV/AIDS, people of color, low-income individuals or families, people with substance use disorders, people with a history of homelessness or incarceration, and people in the LGBTQIA+ community.
- Commitment to public service and social justice; positive attitude; cooperative approach to lawyering.
- Strong legal research and writing skills.
- Bilingual or proficient Spanish a plus.
- Experience in litigation, negotiation, and mediation.

Please submit your resume and cover letter to our Managing Attorney, Jaime Rush, at jaime@alrp.org.