

FORECLOSURE MEDIATION ATTORNEY

Chicago Volunteer Legal Services Foundation (CVLS) is a not-for-profit that provides free legal services to individuals in and around Chicago using volunteer attorneys. Last year 2,000 CVLS volunteers helped thousands of clients with their cases and legal issues.



Position Description

The staff attorney will work in CVLS' new Cook County Foreclosure Mediation Program (MFMP), representing homeowners as they negotiate work-out options with mortgage lenders. The work will include:

- Representing homeowners in foreclosure mediation sessions
- Reviewing foreclosure cases for loss mitigation and possible legal defenses and counseling homeowners on their options.
- Recruiting, training, and supporting volunteer attorneys
- Conducting intake of new CVLS clients
- Partnering with area housing counseling agencies
- Creating program materials
- Attending court statuses

The work will be entirely remote (with court held via Zoom), until the courts reopen.

Candidates who are fluent in oral and written Spanish will have priority.

Position Requirements

- A current, active Illinois law license
- Excellent oral and written communication
- Strong organizational skills
- Experience working with Microsoft Office Suite
- Experience working with LegalServer or the ability to learn a case management system quickly
- Clerking or internship experience in civil litigation (Experience debt collection, housing, or consumer law a plus)
- A commitment to working with low-income clients and with volunteer attorneys

We are looking for people who have a sense of humor; are friendly, patient and tolerant; can work independently and in a team; and who pay attention to detail without losing sight of the big picture.

Additional Information

CVLS is committed to the principles of equal employment opportunity, without regard to race, color, religion, national origin, gender, age, qualified disability, or sexual orientation or any other protected class. CVLS is an Equal Opportunity employer seeking to build a workforce that reflects the diverse community we serve.

How to Apply

Email cover letter, resume and three professional references as attachments in Word to: Matthew Hulstein, Supervising Attorney at mhulstein@cvls.org, Subject line should include "CVLS MFMP Staff Attorney." No mail or phone calls, please.