



Legal Services of Northern Virginia

JOIN OUR TEAM

BANKRUPTCY AND TAX STAFF ATTORNEY

Legal Services of Northern Virginia (LSNV) is currently seeking a full-time Bankruptcy and Tax Staff Attorney to join our dedicated team.

This position requires the maintenance of high standards for individual client representation and a commitment to the principles of equal justice and advocacy for low-income persons within the substantive area of practice. The individual in this role will split their time between Chapter 7 bankruptcy work and Low Income Taxpayer Clinic (LITC) work. This is a hybrid position which can be based at any of our office locations in Virginia, with availability for occasional evening and weekend commitments outside of regular business hours.

Essential Functions

- Screen applicants for eligibility for bankruptcy representation;
- Work with clients to gather all information needed for bankruptcy court. Prepare and file bankruptcy petitions and represent clients in court;
- Evaluate clients for potential discharge of federal student loans and represent in court if applicable.
- Evaluate and represent clients in tax controversy matters before the IRS, the U.S. Tax Court, and other courts.
- Assist in developing and participating in legal outreach and community legal education projects and programs.
- Engage in advocacy initiatives to further the core mission of the LITC program.
- Assist with LITC grant reporting initiatives.
- Performs other duties as assigned.

Qualifications

- Must be licensed with the Virginia State Bar or eligible to take Virginia Bar Exam.
- Must become member of the United States District Court for the Eastern/Western District of Virginia, United States Bankruptcy Court for the Eastern/Western District of Virginia, and the United States Tax Court.
- Excellent verbal and written communication and interpersonal skills.
- Obtain annual IRS tax preparation certification through the VITA or TaxAide program to independently prepare tax returns within LITC guidelines.
- Bilingual ability (English plus either Spanish, Korean, or Arabic), preferred but not required.
- Prior bankruptcy or tax experience or participation in law school LITC or Bankruptcy Clinic, preferred.

Compensation

Starting salary commensurate with qualifications and experience, based on legal aid pay scale (\$65,000-\$74,000 per year).

BENEFITS

We are proud to foster a supportive work environment where you can grow both personally and professionally.

Enjoy a comprehensive benefits package that includes premium healthcare insurance, a retirement plan with company contribution, generous leave options (including paid parental leave), a flexible hybrid work model, student loan repayment assistance for attorneys, and more!

HOW TO APPLY

Are you ready to make a meaningful impact?

To join our team, please email your cover letter and resume, detailing your interest in the position, to Crystal Luu-Murdock, Human Resources Manager, at hrlsnv@lsnv.org.

Explore other career opportunities with us online at www.lsnv.org/careers.

LSNV is committed to creating a safe, welcoming, and diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment regardless of race (including traits historically associated with race such as hair texture, hair type, and protective hairstyles), color, religion, national origin, sex, sexual orientation, gender identity, pregnancy (including childbirth or related medical conditions and lactation), age (40 and older), marital status, disability, and military status.