



January 7, 2021

**SHORT-TERM TEMPORARY ATTORNEY POSITION  
Employment Law Unit – Low Income Tax Clinic**

***GBLS is an Affirmative Action/Equal Opportunity/Accessible Employer and strives to ensure that our staff members reflect the diversity of the communities we serve.***

GBLS is seeking an attorney or recent law school graduate to fill a short-term temporary position in its Low-Income Taxpayer Clinic, which is part of the Employment Law Unit. This is a full-time position for 3 months, with probable extension to 6 months.

The attorney will work in a high-volume practice representing immigrant clients in tax controversy cases. Cases include return examinations (audits), claims for refunds, and collections. Typical clients are immigrant families whose refunds are frozen pending verification of eligibility for tax credits, filing status, and/or dependency allowance, or who are misclassified as independent contractors. The clinic also helps clients find viable options for managing required tax payments, including installment plans, offers in compromise, or bankruptcy.

The attorney will receive training and handle cases under the supervision of a Senior Attorney.

Qualifications: Candidates must have a commitment to working with low-income clients. Familiarity with income tax law and/or financial due diligence is preferred. Excellent oral and written communication skills are required, and bilingual ability in Spanish or Portuguese is preferred.

Salary is based on a union scale with a starting salary of \$60,000. GBLS offers a generous benefits package. Candidates should submit a letter of interest, resume and brief writing sample to Sonia Marquez, Director of Human Resources, via e-mail at [jobs@gbls.org](mailto:jobs@gbls.org). Please refer to **Job Code: STT-ATT-LITC** when applying for this position. Applications will be considered on a rolling basis; **deadline is January 23, 2021**, or until position is filled.

**GBLS encourages applicants from a broad range of backgrounds and experiences.**