

Staff Attorney: Low-Income Taxpayer Clinic (LITC)

The Erie County Bar Association Volunteer Lawyers Project (VLP) in Buffalo, NY seeks an Attorney with experience handling income tax disputes. This Attorney will work on our Low-Income Taxpayer Clinic (LITC) contract which provides legal representation and referral services to low-income taxpayers who have disputes with the IRS.



Duties/Responsibilities:

- Handle income tax related matters for low-income taxpayers, including appeals, audits, collections, and court proceedings
- Handle a variety of federal income tax issues: settlement of tax debt, earned income tax credit verification and denials, dependency exemption, injured/innocent spouse claims, worker classification, levies and liens, and identity theft involving tax returns, income, or refund claims
- Coordinate with pro bono attorneys relating to income tax cases
- Train/supervise student interns
- Most of the work will be in and around the Buffalo area, however, some travel will be required
- Variety of other duties and projects

Requirements/Skills - Required:

- admitted to practice law in NY
- organizational skills to track and report required data about the work in a timely and accurate manner
- ability to work cooperatively with fellow staff, supervisors, interns, and pro bono attorneys
- the means and willingness to travel (a driver's license and regular access to a vehicle are required)
- strong oral and written advocacy skills
- willingness to work independently while also taking direction and operating as part of a team
- organizational ability required to juggle many cases efficiently
- flexibility to handle other tasks which the attorney may be called upon to handle at VLP, such as community outreach and education

Requirements/Skills – Preferred:

- 1+ years of experience in income tax related law
- demonstrated commitment to representing low income individuals
- prior experience working in Low-Income Tax Payer Clinic

TO APPLY: Please send a resume and a cover letter clearly explaining your interest and qualifications. Include contact information for 3 references and send your materials to: Gretchen Gonzalez, Deputy Director, ECBA Volunteer Lawyers Project, Inc. at ggonzalez@ecbavlp.com

Applications will be reviewed as received.

VLP is an equal opportunity employer. Salary depends upon experience. Excellent benefits including fully paid health insurance, a cafeteria plan for dependent care and transportation costs, long term disability insurance, life insurance, 403b plan, Simple Employee Pension Plan, and generous leave time. Employee paid dental insurance is also available. The work atmosphere is congenial, respectful and flexible. For information on VLP, see www.ecbavlp.com