

January 4, 2023

**Job Announcement:
Investigator, Tenant Justice Program, Impact Litigation**

Rising for Justice (“RFJ”) invites applications for a full-time investigator position to begin immediately. The investigator will serve as a critical member of a team working in our Tenant Justice Program (“TJP”) on the development of high impact lawsuits crafted to prevent the displacement of low-income tenants in Washington, D.C. The position, which is newly established, will be dedicated to RFJ’s impact litigation program.

About Rising for Justice

Established in 1969, RFJ (formerly DC Law Students in Court), is the oldest clinical teaching program in the District of Columbia. RFJ is both a public interest law firm and a clinical education program that draws students from area law schools in Washington, D.C. Our mission is to leverage the collective forces of students and experienced advocates to achieve justice for all.

RFJ embraces equal justice and diversity as core values. We strive to maintain a workplace that is vibrant, welcoming, innovative, and collaborative. We are committed to fostering the thoughtful exchange of ideas and to ensuring that all voices are heard and respected. We seek an impact litigation investigator who embraces our mission and values. Our commitment to diversity, inclusion, and non-discrimination includes race, sex, age, religion, national origin, sexual orientation, gender identity/expression, personal appearance, genetic information, political affiliation, marital status, family responsibilities, disability, status as a veteran, and any other characteristic protected by federal, state, or local law or regulation.

The Tenant Justice Program

TJP seeks to prevent the displacement of low-income tenants in the District of Columbia and preserve tenants’ rights. TJP attorneys and students represent tenants in eviction cases and housing conditions cases in D.C. Superior Court, in administrative proceedings in the Office of Administrative Hearings related to rent stabilization, and in other matters related to enforcing tenants’ rights. TJP’s impact litigation program was established in 2022 to expand our systemic advocacy efforts by engaging in litigation on a building-wide or other large-scale basis to combat illegal activities that violate tenants’ rights and put tenants at risk of displacement.

Position Responsibilities

Responsibilities include:

- Working with attorneys and other staff to identify and interview potential witnesses, research records, and identify and contact appropriate sources for the purpose of obtaining documents, signed statements, and other evidence.
- Conducting housing inspections to document housing code violations and provide testimony in court related to housing conditions.
- Performing online searches and document reviews to identify public and other records to support claims.
- Synthesizing information from a wide variety of sources and preparing investigative reports.
- Interacting with community organizers, tenant association representatives, clients, and government employees.
- Performing administrative tasks related to the job, including scheduling interviews and inspections, organizing documents, and drafting inspection reports.
- Working as part of a team that includes staff attorneys, pro bono attorneys, support staff, law students, and community organizations.

Qualifications

The successful candidate will have:

- Strong organizational and research skills and a keen attention to detail.
- Excellent communication and critical thinking skills.
- A strong work ethic and the ability to take initiative.
- The ability to relate to people in a manner that shows sensitivity, tact, and professionalism.
- Willingness to travel throughout the District of Columbia.
- Strong computer skills, including proficiency in Microsoft Office.

Preferred qualifications include:

- Speaking proficiency in Spanish.
- Experience and/or training using interviewing skills and techniques, especially as an investigator in civil or criminal contexts.
- Prior experience with housing law, poverty law, and/or impact litigation.
- Experience working with RFJ's client community or individuals or families facing housing instability.

COVID-19 Statement: Rising for Justice requires all staff to be fully vaccinated against COVID-19 except staff who are entitled to a reasonable accommodation due to a medical disability or sincerely held religious belief under the law.

Accountability: This position reports to the Director of Impact Litigation, Tenant Justice Program.

Hours, Salary, and Benefits: This is a full-time position based on a 40-hour work week. Salary is commensurate with experience. We offer a competitive salary with an excellent benefits package, including employer-paid medical, dental, and vision insurance; generous sick, annual and personal leave; life and disability insurance, and paid federal and local holidays.

To Apply: Each candidate should submit a cover letter and resume by email to Julia Cade, Interim Director of Operations, at [hiring@risingforjustice.org](mailto: hiring@risingforjustice.org). Please indicate "Housing Investigator Position, [your full name]" in the subject line of the email.

Application Deadline: Review of applications will begin immediately and will continue until the position is filled.