



HISCOCK LEGAL AID SOCIETY

PROMOTING JUSTICE FOR ALL SINCE 1949

SUPERVISING ATTORNEY – MISDEMEANOR DEFENSE PROGRAM

About Hiscock Legal Aid: Hiscock Legal Aid (HLA), founded in 1949, is a non-profit agency located in Syracuse, New York. Committed to promoting equal justice under the law, HLA is a primary provider of legal services for low-income individuals in Central New York. Learn more about our mission at www.hlalaw.org.

About the Position: Hiscock Legal Aid (HLA) seeks an experienced criminal defense attorney to serve as Supervising Attorney of our newly created Misdemeanor Defense Program. This new program is launching thanks to a contract from Onondaga County and will provide comprehensive representation from arraignment through final disposition to individuals charged with misdemeanors and violations in Syracuse City, including traffic court and problem-solving courts.

The Supervising Attorney will work under the direction of the Managing Attorney and help design and implement the program, supervise the team, and set practice standards. The program staff under the Managing Attorney and Supervising Attorney will be nine staff attorneys, a social worker, an investigator, and four law assistants.

The Supervising Attorney reports directly to the Managing Attorney and serves on the Program Management Team, helping shape program strategy, performance, training, and culture.

Responsibilities: Including but not limited to:

- Directly supervising all aspects of misdemeanor and violation defense practice from arraignment through final disposition
- Overseeing attorney caseloads, assignments, and workflow
- Mentoring, training, and evaluating attorneys and staff
- Helping develop program policies and procedures
- Ensuring high-quality client representation and courtroom advocacy
- Building collaborative relationships with courts, stakeholders, and community partners

Qualifications: Admission in good standing to the New York Bar. 3+ years of criminal defense experience preferred. Demonstrated ability to mentor and train attorneys. Strong written and oral advocacy skills. Commitment to helping people in need and client-centered representation. Ability to work both independently and collaboratively in a fast-paced environment. Diverse economic, social, and/or cultural experiences. A sense of humor is strongly appreciated.

Salary Transparency: \$95,000 to \$115,000 annually, commensurate with qualifications and experience.

Benefits: Excellent fringe benefits include generous paid vacation, sick, and personal leave totaling more than 30 days per year; minimum of 14 paid holidays per year; health, dental, life, and vision insurance; 401(k) retirement plan with employer match; reduced membership to the YMCA of CNY; \$100 monthly parking/transportation stipend; reimbursement for bi-annual attorney registration and other professional fees; and eligibility for Public Service Loan Forgiveness.



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Work-Life Balance: Enjoy standard office hours from 8:30 am to 4:30 pm Monday through Friday, and from Memorial Day until Labor Day staff can frequently take advantage of summer hours and leave at 4:00 pm.

Application Instructions: Apply now by submitting a cover letter, resume, and list of three references to Gregory W. Dewan, Esq., Executive Director, at hire@hlalaw.org.

Hiscock Legal Aid is an equal opportunity employer, committed to inclusive hiring and dedicated to diversity in our work and staff. We strongly encourage candidates of all identities, experiences, and communities to apply.