



JOB ANNOUNCEMENT STAFF ATTORNEY

PROGRAM DESCRIPTION

The Law Foundation of Silicon Valley advances the rights of under-represented individuals and families in our diverse community through legal services, strategic advocacy, and educational outreach. Now with over 80 employees, the Law Foundation is the largest provider of free legal services in the South Bay. Located in downtown San Jose, the Law Foundation is a dynamic and interesting place to work. We pride ourselves on fostering a work environment that is motivating, collaborative and fun, with plenty of opportunities for professional growth. We are working towards a race-conscious legal services practice.

JOB DESCRIPTION

A staff attorney is sought to represent youth through one or more of LACY's projects. The mix of casework will be based upon program needs. Cases will be assigned based on the attorney's experience in immigration, guardianship, family law, and other matters, and ability to demonstrate compliance with local rules regarding court appointments. Experience working with diverse populations of youth on legal matters is desired.

This position will also require participation in LACY's regular team meetings, staff meetings, and program development activities including assisting the LACY Directing Attorney and Supervising Attorneys.

PRIMARY DUTIES

- Provide representation, advocacy, and information for youth in guardianship, family law, immigration law, and other matters, including working on issues affecting sexually exploited children, and pregnant and parenting young adults;
- Participate in meetings with project partner and community agencies;
- Respond to referrals from service providers and partner agencies;
- Provide technical assistance to attorneys and service providers;
- Participate in regular meetings with LACY and Law Foundation staff;
- Participate in general office upkeep duties, including computer data entry of case information, maintenance of billing records, filing, copying, drafting and filing court documents, and serving notice.

DESIRED QUALIFICATIONS

- Member in good standing of the State Bar of California;
- Bilingual and bicultural Spanish, Vietnamese, or other relevant non-English speaker preferred;
- Experience in courtroom advocacy and administrative advocacy preferred;
- Demonstrated commitment to the rights of children and youth;
- Ability to identify, investigate, and resolve client problems;
- Ability to work independently and be self-motivated;
- Ability to manage multiple clients in high-stress situations;
- Ability to work sensitively and productively with minors with diverse backgrounds including those in crisis;
- Valid Driver's License or other transportation to attend meetings, hearings, home visits, and outreach presentations;
- Excellent verbal, interpersonal, writing, interviewing, and organizational skills;
- Experience working with individuals from multi-ethnic communities desired.

COMPENSATION

Salary scale starts at \$58,989; compensation based upon bar admission date and comparable experience. All compensation determined by the wage table of the current Collective Bargaining Agreement between SEIU Local 521 and LFSV. Excellent benefits provided, including paid holidays, vacation, health insurance and 401(k). More information regarding the Law Foundation is available on our website: www.lawfoundation.org.

The Law Foundation is an Equal Opportunity Employer/Affirmative Action Employer. We encourage people of color, women, people living with disabilities, older people, and lesbian, gay, bisexual, and transgender people to apply. It is the policy of the Law Foundation to prohibit discrimination and harassment of any type and to afford equal employment opportunities to employees and applicants, without regard to race, color, ethnicity, ancestry, religion, age, sex, gender, sexual orientation, gender identity/expression, pregnancy, medical condition or genetic information, veteran status, national origin, disability, marital or other protected status. The Law Foundation will conform to the spirit, as well as the letter of all applicable laws and regulations.

APPLICATION PROCESS

Applications will be reviewed on a rolling basis until position is filled. Please submit the following via email to chantalk@lawfoundation.org: (1) a resume, (2) at least three professional references, and (3) a cover letter that explains your interest and also addresses the question below.

In order to best serve our clients and our community, the Law Foundation is committed to creating a diverse and inclusive workplace in which differences are acknowledged and valued. How has your personal background or experiences, professional or otherwise, prepared you to contribute to social justice, race equity and diversity among our staff?