



JOB ANNOUNCEMENT (December 3, 2018) LEGAL DIRECTOR

About Legal Services for Children (LSC)

Founded in 1975, LSC is one of the country's first non-profit law firms dedicated to providing free legal representation and social work services to children and youth. Our mission is to ensure that all children in the San Francisco Bay Area are raised in a safe environment with equal access to a meaningful education and other services that are necessary to thrive and grow. We believe that our youth deserve positive alternatives to unnecessary placement in foster care, juvenile justice facilities, and immigration detention. LSC pioneered the attorney-social worker interdisciplinary approach that is considered best practice for children and youth who need to access the legal system to stabilize or improve their lives.

LSC operates with a budget of \$3 million and a staff team of 30 FTE. LSC leverages its in-house attorney resources with a pro bono panel of over 100 attorneys from the Bay Area's private bar.

About the Position

LSC seeks a proven leader with effective direct practice and managerial experience. Our Legal Director promotes our mission of serving children and youth through LSC's interdisciplinary legal and social work model and strives to ensure the delivery of high quality, client-focused and culturally competent legal services. Our clients are predominantly children and youth of color who have experienced various forms of adversity including: trauma, abuse, poverty, neglect, abandonment, bullying, discrimination, and education marginalization.

Our Legal Director oversees all aspects of the organization's legal program and leads our team of attorneys, paralegals, interns, and volunteers. . The Legal Director serves as a member of our four-person Management Team that oversees the organization and works closely with the Clinical Director to support our interdisciplinary model. Specifically, the Legal Director is responsible for:

- Participating in LSC's Management Team, assisting in collaborative leadership of the organization and the development of our programs and policies and promoting LSC's core values of interdisciplinary, inter-practice area, trauma-informed services.
- Developing protocols for the delivery of legal services and interdisciplinary teamwork, and ensuring the provision of high-quality legal and social work services in tandem with the Clinical Director
- Coordinating the assignment of case and project work to our legal staff
- Hiring legal staff, in conjunction with the Executive Director and Management Team
- Directly managing, supervising and evaluating a significant portion of our attorney staff.
- Developing and supporting individual attorneys and attorney teams to meet individual and organizational goals.
- Coordinating staff training and professional development, in collaboration with the Clinical Director.
- Developing and maintaining relationships with the courts and legal community
- Coordinating policy advocacy and ensuring that the legal staff remains abreast of changes in relevant case law, practice, and policy
- Overseeing strategic litigation, including amicus and appellate matters and individual cases as appropriate.
- Working closely with development and administrative staff to ensure sufficient office systems, timely attorney billing and to monitor billing in a resource conscious organization
- Working closely with the development staff to sustain organizational revenue by developing project ideas, drafting and reviewing content for reports and proposals, and engaging in funder outreach and relations with government agencies, foundations, law firms, individual donors and other revenue sources
- Through LSC's Management Team, ensuring effective management of project teams, monitoring budgets, and tracking deliverables, including data collection and evaluation

Required Qualifications

- Member of, and in good standing with, the State Bar of California (willingness and eligibility to register as a California legal services attorney and sit for the California bar within 3 years)
- Commitment to providing culturally-competent services to all clients along with fostering an equitable and inclusive employment atmosphere for all of our staff
- Ability to work efficiently and effectively under pressure and in crisis situations
- Well-organized, motivated, creative and independent, and able to work in a team-oriented, interdisciplinary environment

Desired Qualifications

- Significant immigration practice experience.
- Significant experience in directly representing children and youth,
- Bilingual in Spanish highly desirable
- Experience supervising attorneys or other legal professionals, preferably in a non-profit setting
- Excellent verbal, interpersonal, writing, and interviewing skills
- Experience with fundraising for non-profit programs is a plus
- Experience with volunteerism in the law firm sector is a plus
- Ability to use or quickly learn basic office technology, including Microsoft Office applications and an integrated case management system is essential

Salary range is \$93,000-\$105,000 depending on experience. Benefits include fully paid health insurance (medical, dental, and vision), retirement contribution and generous paid leave (vacation, sick, holiday, and sabbatical). LSC also offers a flexible spending account for qualified health expenditures.

We strive to promote an evolving set of behaviors and attitudes amongst our staff, as well as policies that enable us to work effectively in all cross-cultural situations, with clients, with our coworkers, and with the community. These principles include a commitment to fostering cultural humility, maintaining a commitment to the promotion of social justice and inclusive and respectful workplace in which differences are acknowledged and valued.

We strongly encourage candidates from traditionally underrepresented communities and historically oppressed groups, as well as bilingual and bicultural candidates, to apply.

TO APPLY: Please send cover letter and resume to jobs@lsc-sf.org, with "Legal Director" in the subject line. **In your cover letter, please address the following:**

How do you think your personal background or experiences, professional or otherwise, have prepared you to contribute to our commitment to cultural humility and diversity amongst our staff? Feel free to think broadly about your response to this question, applying various aspects of your life and personal experiences.

Review of candidates will continue until the position is filled.