LEGAL AID OF MARIN
Staff Attorney or Senior Attorney, Employment Law

Legal Aid of Marin has an excellent opportunity for a full time attorney. If you want to work in an environment where people are dedicated to working as a team toward helping those most in need in our communities this could be the right fit for you. The mission of Legal Aid of Marin is to provide access to the civil justice system to low-income, vulnerable and otherwise underserved residents of Marin County, and to strive for practical solutions to client problems through quality legal service.

**Brief description of position:** This position will focus on delivering holistic, community-based legal services for low-income workers. We seek an energetic attorney with a strong commitment to public interest and social justice advocacy to lead our employment law practice and represent traditionally underserved populations, including persons who are homeless, have disabilities, and/or low-income, people of color, senior, and immigrant clients. The attorney will independently manage a caseload assisting low-income workers - over 80% of whom are Spanish-speaking immigrants - with legal claims relating to their experiences in the workplace. The attorney may handle cases in other areas of law as needed.

Responsibilities include: conducting client interviews, engaging in community education and field outreach, negotiating with employers, and coordinating with government agencies charged with enforcing workplace laws. The attorney will represent clients in administrative hearings and affirmative litigation, which may include multi-plaintiff and class actions, in response to client needs and when in line with LAM’s mission and resources. The attorney also will supervise and train volunteer attorneys, legal assistant(s), interns, and non-attorney volunteers when needed, and will work in close coordination with other LAM staff. Responsibilities also include keeping records as needed for purposes of measuring outcomes, grant reporting and timekeeping, and helping with agency fundraising efforts and events.

**Qualifications:**
• Member in good standing with the California State Bar.
• Spanish language proficiency.
• Employment law experience.
• Demonstrated commitment to public interest legal practice.
• Excellent oral and written communication skills; excellent analytical skills.
• Strong organization skills.
• Demonstrated ability to work independently and as part of a dynamic team.
• Experience providing services to traditionally underserved populations including persons who are homeless, have disabilities, and/or low-income, people of color, and immigrant clients.
• Commitment to the mission and work of Legal Aid of Marin.
• Enjoy a fast-paced, ever-changing environment.
• Valid California Driver’s License required.

**Compensation:** Salary range: $55,000 to $82,000 depending on experience. Benefits include fifteen paid holidays (part-time employees are eligible for holidays that fall on their regularly scheduled day), vacation, sick leave, a health insurance allowance, and retirement plan participation.

**To apply:** Please send cover letter, resume, writing sample, and three references to: Vivian Alatorre, Office Manager, at valatorre@legalaidmarin.org. Review of applications will begin immediately and continue until the position is filled. Apply by January 28, 2020 for fullest consideration.

Legal Aid of Marin is committed to supporting and sustaining a diverse workplace and strongly encourages women, persons of color, LGBTQQI individuals, veterans, persons with disabilities, and persons from historically underrepresented groups to apply. Legal Aid of Marin is an equal opportunity employer and refrains from discrimination based on race, color, religion, national origin, ancestry, gender, gender identity or expression, citizenship status, military or veteran status, or any other characteristic protected by law.

January 2020