



## **Staff Attorney**

<b>Hours:</b>	Full-time (40 hours); some evening and weekend work required
<b>Location:</b>	Durham, NC
<b>Status:</b>	Exempt
<b>Reports to:</b>	Legal & Policy Director

NCCADV seeks a highly motivated, proactive and detailed-oriented attorney to join our team as a Staff Attorney to provide domestic violence and family law services as part of a grant to help address the unmet legal needs of domestic violence survivors.

### **NCCADV Mission:**

The mission of the North Carolina Coalition Against Domestic Violence (NCCADV) is to lead the state's movement to end domestic violence and to enhance work with survivors through collaborations, innovative trainings, prevention, technical assistance, state policy development, and legal advocacy. We believe that patriarchy, gender inequality, and all oppressions play a central role at the individual, institutional, and cultural levels in creating and maintaining an environment which accepts domestic violence. We believe it is vital to understand and advocate for the elimination of all forms of oppression, including, but not limited to: sexism, racism, and homophobia. We believe it is critical to serve all domestic violence survivors, regardless of race, age, class and ethnic group, sexual orientation, gender identity, mental and physical abilities, religious and spiritual beliefs, and immigration status. We know oppression comes in all forms and leads to secondary issues for survivors; we strive to serve all survivors of domestic violence and their respective needs.

We believe that through the power of our shared experiences and collective voice, we can work together to create individual, institutional, and cultural change. We work intentionally and actively to create safe spaces for survivors of domestic violence. We believe the voice and experience of survivors must be the foundation of our work, and that the domestic violence movement can change society.

### **Primary Job Responsibilities:**

- Conduct intakes with clients
- Be responsible for all case management of clients
- Provide assistance in drafting court documents for clients
- Provide legal advice to clients
- Provide representation to clients in mediation/negotiations

- Provide in-court representation to clients
- Conduct legal research necessary to develop a client's case
- Draft court filings and responsive documents
- Comply with discovery requests
- Conduct investigation necessary to prepare for litigation
- Understanding of and commitment to issues of cultural diversity as they apply to legal services provision and ability and willingness to work with people from a variety of backgrounds and experience
- Prepare any necessary reports in a timely fashion as required by supervisor, funders and the Executive Director

**Other:**

- Prepare and conduct legal-related trainings across the state as needed
- Collaborate with other service providers including Legal Aid, local DV agencies, District Attorney's Offices etc.
- Assist Legal & Policy Director in related legal work such as policy review, lobbying, and answering legal-related technical assistance questions from programs, survivors, and others
- Participate in NCCADV equity work, staff meetings, in-service trainings, regional meetings and retreats, and perform other duties

**Qualifications:**

- Law degree and license required.
- At least 1-2 years of previous experience handling civil domestic violence and family law cases strongly preferred
- Trial experience preferred
- Ability to work in a fast-paced, demanding environment with competing priorities.
- Excellent research, written, and oral communication skills.
- Strategic judgment, and the desire to be part of a collaborative team.
- Strong and demonstrated commitment to NCCADV's mission and values.
- Prior experience in domestic violence and/or family law a plus.
- Candidates who are bilingual in Spanish highly encouraged to apply.

NCCADV is an equal opportunity employer. We are committed to employment policies and procedures assuring all qualified persons are accorded equal opportunity for employment, promotion, and training. We strongly encourage survivors of intimate partner violence to apply. We welcome and encourage applicants from diverse groups to apply, including but not limited to African-American, Latinx, Native American, Asian/Pacific Islander, and LGBTQ persons. We also welcome people from all national origins, religions, ages, & ability status.

**To Apply:** Interested applicants should submit in one PDF file, a cover letter, resume, and three references to Amily McCool at [coalitiontrainer@gmail.com](mailto:coalitiontrainer@gmail.com).

**Application deadline:** June 23, 2017.