



## **Staff Attorney – Job Description**

### **Position Summary:**

The Rocky Mountain Children's Law Center is a non-profit legal organization with the mission of advocating for children and youth, driving systemic reform, and boldly challenging the status quo so that every young person who has experienced trauma or instability has the opportunity to thrive. Staff attorneys at the Children's Law Center are responsible for providing zealous advocacy and legal representation to clients involved in domestic violence, family stability, education, and young adult civil legal matters. The work of our staff attorneys also advances our organization's systemic reform efforts.

The **Caregiver Advocacy Program (CAP)** Staff Attorney provides legal assistance so that non-parent caregivers (relatives, foster parents, and kin) are able to provide stable homes for children and youth through legal guardianship, custody, adoption, or other legal means. This position involves the provision of direct legal services on individual cases, in addition to engaging in community outreach, training, and policy work. As a member of our larger direct legal advocacy team, this position will also take cases to support other RMCLC program areas as needed.

**Reports To:** Deputy Executive Director

### **Responsibilities:**

- Provide direct legal representation on civil legal matters impacting children, youth, and families, including guardianship, allocation of parental responsibility, adoption, and similarly-related matters.
- Consult with children, youth, families, and professionals on related issues and provide referrals when needed.
- Host legal clinics and educational trainings in partnership with other community agencies.
- Ensure knowledge of and adherence to current laws and practice requirements.
- Train and support pro bono attorneys volunteering in the program area.
- Collaborate with RMCLC social workers, youth empowerment specialist, and administrative support as a multidisciplinary team in providing holistic, trauma-informed advocacy for our clients.
- Conduct outreach to potential clients through partnerships with community organizations across the state.
- Engage in policy and stakeholder meetings to impact systemic barriers.
- Track outcomes data to assist in program evaluation and grant reporting.
- Create and implement annual program development plans.
- Establish and meet program goals related to caseload and overall program priorities.
- Ensure all files and program records are accurate and up-to-date.
- Support colleagues in staffing cases and developing legal strategy.
- Provide legal representation on other RMCLC cases as needed.

**Qualifications:**

- Passion for the mission of the Rocky Mountain Children’s Law Center
- Juris Doctor degree – Preference will be given to candidates with three years of legal experience
- Active law license - in good standing with the Colorado Supreme Court (or the ability to waive into Colorado)
- Experience working with youth or young adults who have experienced trauma or instability
- Demonstrated understanding of the legal and resource needs of client populations – Preference will be given to those who have legal experience in civil legal services
- Experience providing representation in relevant legal areas
- Strong legal analysis, legal writing, and advocacy skills
- Highly organized with excellent attention to detail
- Ability to work well both independently and collaboratively as part of a multi-disciplinary team
- Respectful and open to working with people from diverse backgrounds
- Demonstrated ability to collaborate effectively with other advocates and social service providers
- Preference will be given to candidates with fluency or proficiency in Spanish

**Salary Range:** \$55,000 to \$62,000 per year – based on skills, education, and experience

**Benefits Include:**

- Medical insurance
- Dental insurance
- Vision insurance
- Life insurance
- 403(b) retirement savings with employer match
- AFLAC options
- Flexible spending account
- Employee Assistance Program (EAP)
- Vacation time, sick time, and personal time

Interested parties must submit a resume, writing sample, references, and letter of intent to Lauren Langan, Deputy Executive Director, at [llangan@childlawcenter.org](mailto:llangan@childlawcenter.org) with the subject line: Staff Attorney Position. **Submissions will be accepted on a rolling basis until position is filled.**

*The Children’s Law Center does not discriminate in employment opportunities or practices on the basis of age, race, religion, sexual orientation, gender, gender expression, national origin, disability, veteran status, genetic characteristics or information, or any other characteristic protected by law.*