

CENTRAL CALIFORNIA LEGAL SERVICES, INC.

JOB ANNOUNCEMENT

LITIGATION AND ADVOCACY DIRECTOR

PROJECT DESCRIPTION: Central California Legal Services, Inc. (CCLS) assists low-income persons with legal issues through education, outreach and representation. CCLS is a nonprofit organization providing free civil legal services to low-income residents of six counties in the central San Joaquin Valley and Sierra Nevada foothills.

POSITION DESCRIPTION: Under the direction of the Deputy Director - Legal and the Executive Director, the Litigation and Advocacy Director takes charge of litigation and advocacy efforts of CCLS and trains, supervises, and works with staff on major litigation. The Litigation and Advocacy Director directs the litigation work of the CCLS advocacy staff and is tasked with ensuring the delivery of the highest quality of legal services and meeting client needs through a thoughtful, innovative, affirmative, energetic, aggressive, and client-centered advocacy program. In furtherance of this task, the Litigation and Advocacy Director will be responsible for developing, initiating and shaping major advocacy activities in the six counties served by the program which will include litigation and administrative advocacy. The Litigation and Advocacy Director will mentor staff attorney and advocates.

DUTIES AND RESPONSIBILITIES:

1. Coordinate all CCLS civil litigation and advocacy efforts, monitor representation provided by advocates to clients.
2. Implement litigation management systems and develop improvements where needed.
3. Provide and arrange litigation education, training and technical assistance to program staff.
4. With the Supervising Attorneys and Team Leaders, evaluate the work of advocacy staff, conduct case reviews, review advocates' caseloads as to quality, quantity, priorities, and compliance with LSC and other applicable regulations.
5. Mentor other staff attorneys and advocates
6. Co-counsel or participate in impact litigation and advocacy.
7. Participate in identification, development and implementation of impact litigation.
8. Ensure maintenance of legal reference libraries and pleading and brief banks.
9. Participate in and coordinate with regional, state and national partnerships
10. Engage in networking and outreach to the client community and community based organizations.
11. Participate in regional, state-wide and national task forces and collaboratives
12. Assist in identification of legal issues affecting clients and client communities and help fashion effective approaches to their solution or amelioration through litigation, advocacy, community legal education and/or other tools. Particular attention should be paid to viewing the issues through the lenses of Race Equity

and Community Economic Development and promoting policies and systems change.

13. Perform additional duties as assigned.

QUALIFICATIONS:

1. Knowledge of poverty law and experience in the operation of a Legal Services program and effective use of resources.
2. Significant trial and appellate court litigation experience.
3. Excellent oral and written communication skills;
4. Proven organizational, leadership and management skills;
5. Decision making and teaching skills;
6. Professional image and public relations skills;
7. Positive and cordial interpersonal relations and ability to work well under pressure;
8. Proficiency with computer software including word processing, spread sheets and data bases, as well as internet skills;
9. Reliable transportation required.

EXPERIENCE/EDUCATION: An active member of the State Bar of California in good standing. Significant litigation practice with low-income and minority clients. Ten years of experience in preparation of pleadings for filing with and regular appearances before trial and appellate courts.

SALARY/BENEFITS: \$74,640-\$101,580 DOE, medical, dental, vision, life, disability insurance coverage; paid holidays; bilingual supplement; employer contribution to 403(b); state and county bar dues paid by CCLS.

CLOSING DATE: Open until filled.

TO APPLY: Send cover letter, resume, writing sample and three references to:

Sherry McMurry, Executive Secretary
Central California Legal Services, Inc.
1401 Fulton Street, Suite 700
Fresno, California 93721
sherry@centralcallegal.org

Central California Legal Services, Inc. is fully committed to Equal Employment Opportunity and to attracting, retaining, developing and promoting the most qualified employees without regard to their race, gender, color, religion, sexual orientation, national origin, age, physical or mental disability, citizenship status, veteran status, or any other characteristic prohibited by state or local law.

POST DATE: 5/12/2010