



## **Job Opening: Legal Director**

(Announcement Date: June 25, 2017)

*The Georgia Law Center for the Homeless (the Law Center) seeks a talented, dedicated, and hard-working individual to join our dynamic team as the Legal Director to help meet our mission to serve those who are experiencing homelessness by providing free, quality, civil legal and social services.*

### **Organization Summary:**

The Law Center has been a thought leader and catalyst for transformative justice since 1983 when it was founded. We provides free legal and social services to those who are experiencing homelessness or at imminent risk of becoming homeless, which is advocacy that would otherwise be inaccessible. Through lawyers, social workers, advocates, and community volunteers, the Law Center compassionately fights for justice and successful outcomes for our clients. Our work includes providing assistance with unjust evictions and other housing matters, domestic and intimate partner violence, custody and other family law matters, helping survivors of sex trafficking, and obtaining birth certificates. These are vital cases that can prevent homelessness and provide support for individuals and families to attain self-sufficiency.

The Law Center has impacted the lives of thousands of people experiencing homelessness in Atlanta. Pioneering collaboratives over the course of decades, the Law Center is an incubator for social change advocacy that combats the root causes of homelessness and poverty.

### **Responsibilities:**

The Legal Director's primary roles are to provide supervisory guidance to the organization's attorneys and to provide legal advice and representation on behalf of the Law Center's clients. The Legal Director also serves as the internal Deputy Director of the Law Center.

The Legal Director's responsibilities include but are not limited to the following activities:

- Maintain an active litigation caseload
- Manage the legal team including reviewing documents, discussing legal strategies, etc.
- Provide oversight of the case docket and database
- Provide compliance with all applicable professional and ethical responsibilities
- Accountable for day to day program operations and evaluation

- Lead, support, evaluate and assist/mentor in developing the Georgia Law Center staff
- Network to maintain current partner relationships
- Act as one of the public representatives of the agency in public relations and information activities concerning the Law Center programs
- Attend community meetings and agency affiliate meetings
- Help establish and support a network of pro bono attorneys

**Qualifications:**

- Graduate of an accredited law school with at least 8 years of attorney experience
- Active member in good standing with the State Bar of Georgia
- Demonstrated supervisory experience
- Expertise in housing, family, and public benefits law
- Familiarity with Microsoft Office and case management software

**Required Expertise:**

- Ability to work in a team
- Ability to build rapport and trust with clients
- Inventive problem-solver, driven to resolve challenges and identify opportunities to grow
- Strong writing and oral advocacy skills with excellent attention to detail
- Ability to independently perform a variety of duties with frequent interruptions
- Ability to use independent judgment, having awareness and insight into problems as they occur, and being able to respond in an expeditious manner
- Sense of humor

**Job Type:**

Full-time

Atlanta, Georgia

**To Apply:**

For consideration, please email, as attachments, your resume and a letter detailing your interest in this particular position to [hbronson@galawcenter.org](mailto:hbronson@galawcenter.org).

No phone calls, faxes, or mailings please. Due to the large number of applications anticipated, please note that we will not be able to respond to each one individually. We will contact those candidates that we believe best match our requirements. Thank you for your interest.

*The Law Center is an equal opportunity employer and does not discriminate on the basis of race, ethnicity, age, religion, social class, marital status, national origin, disability, gender, gender identity, or sexual orientation.*