



SOUTHWEST VIRGINIA LEGAL AID SOCIETY, INC.

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jcarico@svlas.org ♦ www.svlas.org
Offices in Castlewood, Christiansburg & Marion



Seeking ONE Justice for ALL Virginians Since 1972

SVLAS is seeking to hire a **full or part-time** staff attorney to provide comprehensive legal services to low-income persons, with an emphasis on persons who are seeking recovery from substance use disorders. This attorney will work from our Castlewood Field Office.

The attorney should have a credible interest in serving low-income people; should have a passion for equal justice; have excellent interpersonal skills; and be a licensed Virginia attorney with a valid driver license. We strongly prefer to hire attorneys with at least two or more years of experience, but others may apply. We are an equal opportunity employer.

The full-time salary range for this position is \$60,000 to \$65,000, DOE. SVLAS provides excellent fringe benefits including health insurance, retirement, generous leave, and training expenses. [30 hours minimum work week required to be eligible for some benefits]. Student loan repayment assistance is available depending on your eligibility.

Apply by email to Joseph Carico, Executive Director at jcarico@svlas.org with the words CASTLEWOOD ATTORNEY APPLICATION on the subject line.

Please include:

- 1. A letter describing your interest in the position**
- 2. Your current resume; and**
- 3. Three professional references and their contact information.**

All applicants, even unsuccessful ones, will be advised as our hiring process concludes.

Job Description follows.

Job Description: Staff Attorney

QUALIFICATIONS:

- Must be licensed and in good standing with the Virginia State Bar
- Strong skills in communication, legal analysis and problem-solving
- An understanding of the impact of geographic isolation upon low-income people, the elderly, and the working poor
- Ability to develop effective rapport with clients
- Ability to work as a team member with other program staff
- Ability to work as a team member with staff from other community programs
- Satisfactory clearance of required criminal background check
- Commitment to the mission of Southwest Virginia Legal Aid Society
- A credible interest in living and working in Southwest Virginia

DUTIES:

- Serve as the dedicated attorney for a grant program that assists clients seeking recovery from substance use disorders
- Serve as a liaison to drug/recovery courts located within the service area
- Representation to include consumer, housing and family law, criminal expungements, restoration of driving privileges, restoration of civil rights, maintaining benefits, among others
- Maintain individual caseload commensurate with experience
- Treat clients with dignity and respect and maintain client confidentiality
- Work as a team member with other program staff in establishing and carrying out program priorities and maintaining the integrity of our client database
- Participate in planning and implementation of project outreach and community education programs
- Participate in continuing legal education
- Confer regularly with Supervising Attorney(s) concerning case status