

## **Staff Attorney, Domestic Violence Law Practice**

North Suburban Legal Aid Clinic is seeking a full-time Staff Attorney to join their Domestic Violence Law Practice.

The mission of the North Suburban Legal Aid Clinic (NSLAC) is to provide accessible, quality, equitable, free legal services in the areas of domestic violence, housing, and immigration to give low-income, at-risk community members access to justice and the opportunity to live productive and secure lives. NSLAC is a 9-year-old dynamic nonprofit with a collaborative culture and the goal of becoming the model legal aid organization focused on suburban communities.

### **Job Responsibilities**

The Staff Attorney who joins our Domestic Violence Law Practice will be expected to assume the following responsibilities:

- Report to the Director of the Domestic Violence Law Practice;
- Responsible for managing their own caseload related to domestic violence and domestic relations cases in Lake County, and suburban Cook County courthouses in Rolling Meadows and Skokie;
- Manage all phases of legal practice, from case initiation to hearings and potential post-decree matters. This includes client intake, drafting motions and pleadings, conducting legal research, engaging in discovery, and negotiating settlements, with support from law clerks, interns, social workers, and a practice assistant in a collaborative and fast-paced environment;
- Appear in Lake County and Cook County Domestic Violence Court for emergency orders and plenary hearings, as well as in Family Court for status calls, hearings, trials, and possibly post-decree issues;
- Collaborate with in-house immigration and housing attorneys when relevant case aspects arise;
- Engage with external counsel and social services, including local townships, domestic violence agencies, and shelters, to provide a holistic approach to client support;
- Participate in training sessions focused on Domestic Violence and Trauma-Informed Care;
- Maintain organized records using legal services software and provide the Director with data for grant reporting;
- Cultivate relationships with local bar associations, State's Attorneys, and other organizations, while attending relevant events.

### **Qualifications/Skills:**

- J.D. and good standing to practice law in Illinois required.
- Experience in domestic violence and/or domestic relations law, particularly with representing survivors of domestic violence is preferred.
- Demonstrated ability to work independently and manage your own case load, or accelerated ability to learn how.
- Bilingual English/Spanish preferred, but not required.
- Understanding of and passion for NSLAC's public interest law mission.
- A demonstrated team-player with exemplary interpersonal skills in collaborating and communicating with others.



- Ability to meet deadlines and work autonomously while reporting to supervisors and being receptive to feedback;
- Empathy and commitment in working with victims of domestic violence through a trauma-informed lens;
- Excellent communication skills;
- Ability to travel short distances to and from courthouses is required.

Salary: \$70,000-\$80,000, commensurate with experience. Generous vacation policy. Health, dental, vision insurance, and 401(k) provided.

Interested candidates should apply at: <https://nslegalaid.bamboohr.com/careers>

NSLAC is an equal opportunity employer.