

STAFF ATTORNEY LEGAL AID AND DEFENDER ASSOCIATION, INC.

NOTICE OF POSITION AVAILABLE

Our mission

To provide holistic, innovative legal service that improves and empowers vulnerable and underserved individuals, families, and communities.

What we do

Legal Aid and Defender Association, Inc. (LAD), a 501(c)(3) nonprofit organization, provides comprehensive civil legal services to residents of Wayne, Oakland and Macomb counties who cannot afford an attorney. Founded in 1909, we are proud to be the oldest provider of free civil legal assistance to low-income residents of Michigan. We have a full-time staff of attorneys, paralegals, and legal support staff.

We are passionate and driven about securing the rights of low-income individuals and assisting with wide-ranging civil legal matters through both advocacy and representation. To that end, we help residents stay in their homes through eviction diversion programs, we work to improve the health, we help residents achieve safety and freedom from domestic violence, we provide other legal representation to help low-income families improve their lives by eliminating criminal records and helping address other issues that pose a barrier to housing and employment opportunities.

STAFF ATTORNEY POSITION DESCRIPTION

We seek an experienced and compassionate full-time general practice attorney who is licensed in the State of Michigan to manage all aspects of case handling.

CORE DUTIES

- Providing a full range of legal services, including advice, brief service, and representation, including court appearances.
- Prepare legal documents, pleadings, memoranda, briefs, and motions; provide thorough and timely case and file management, including timekeeping.
- Assist with funder reporting and evaluation requirements as requested.
- Manage cases in the areas of landlord/tenant, family law and expungements. Training will be provided, if needed.
- Attend outreach clinics.
- Prepare and present information on general law topics to the community.

Staff attorneys are expected to attend and participate in community outreach efforts throughout LAD's service area which may be periodically scheduled during the evening or on weekends.

Knowledge, Abilities and Skills

The successful candidate will have the following qualifications:

- Prior experience in litigation or advocacy work dealing with landlord/tenant, family law and expungement matters.
- Strong attention to detail and ability to multi-task
- Ability to communicate with people from various backgrounds and cultures.
- Strong understanding of issues affecting low-income individuals and of the problems faced by impoverished communities.
- Ability to work under deadline and manage multiple tasks.
- Excellent written and oral communication, litigation, and advocacy skills.
- Legal research skills.
- Ability to work both independently and collaboratively with others both within and outside of LAD.

QUALIFICATIONS

- 2-3 years of experience litigation experience preferred.
- Juris Doctor
- Admission to State Bar of Michigan
- Member in good standing of the State Bar of Michigan

COMPENSATION

Salary ranges from \$67,000 depending on qualifications and experience, and includes an excellent benefit package including medical, dental, vision, life insurance, short-term and long-term disability and paid time off.

APPLICATION PROCESS

Interested applicants should submit a cover letter, an up-to-date resume and three current references to Legal Aid and Defender Association, Inc. by email or fax:

email: hr@ladadetroit.org
or fax: (313) 209-3575

Please indicate “[Staff Attorney Position](#)” in the subject line.

Deadline for filing applications:

Open
No Phone Calls or Walk-ins

Legal Aid and Defender Association, Inc. is an equal opportunity, affirmative action employer that encourages all interested persons to apply regardless of race, color, national origin, ancestry, ethnicity, citizenship, creed, sex, gender, sexual orientation, gender identity, transgender status, age, religion, genetic information, physical or mental disability, marital status, or any other legally protected status. We strongly encourage applicants of color, applicants with disabilities, and others historically underrepresented in the practice of law to apply.