



PROJECT SAFEGUARD STAFF ATTORNEY JOB ANNOUNCEMENT

About our organization: Project Safeguard empowers and partners with people who have experienced gender-based violence, helping them to navigate a course of survivor-driven justice through expert, trauma-informed legal advocacy and representation. Project Safeguard envisions a community where survivor-driven justice is accessible to all people who have experienced gender-based violence. A Project Safeguard Staff Attorney will use their domestic relations experience to promote the safety and long-term security of those impacted by gender-based violence.

About our work culture: Project Safeguard truly believes in work/life balance and values the wellbeing of its staff. A position with Project Safeguard presents the opportunity to work with a diverse and dedicated team that makes a valuable difference in our community.

About the position: A vital member of our team, the **Staff Attorney**, working with Project Safeguard's Legal Director, Staff Attorney(s) and team of Legal Advocates, provides comprehensive legal representation to Project Safeguard's clients (victims of gender-based violence – domestic/dating violence, sexual assault, and/or stalking). This position will focus on legal services related to civil protection orders, family law (including dissolution of marriage, allocation of parental responsibilities, child support, paternity), and other legal matters that affect a survivor's ability to thrive personally and financially. The Staff Attorney will provide services ranging from brief consultations to full representation. This is a full-time position at 36 hours/week (PSG offices are closed Friday afternoons).

REQUIRED QUALIFICATIONS:

Juris Doctorate degree and currently licensed to practice law in Colorado.

Ability to travel to Adams, Arapahoe, Broomfield and Denver courthouses for court appearances.

PREFERRED QUALIFICATIONS:

NOTE: Applicants do not need to possess all of the below qualifications. Research shows that women and people of color are less likely to apply for jobs where they do not meet all of the qualifications, even those that are "preferred" rather than "required." If you meet most of these qualifications, please apply.

A minimum of 2 years of experience providing representation in dissolution of marriage and allocation of parental responsibility and other domestic relations matters.

A comprehensive understanding of the diverse legal needs of victims of gender-based violence.

Experience using a trauma-informed approach to providing legal services.

A passion for meeting the legal needs of survivors of gender-based violence.

Professional experience working with victims of gender-based violence.

Experience in other areas of law related to victims of crime (domestic relations, criminal, dependency and neglect, immigration, landlord/tenant, etc.).

Experience providing unbundled legal services in a domestic relations context.

Familiarity with nonprofit operations and working with professionals with different types of confidentiality and privilege.

Understanding of and capacity to manage vicarious trauma.

A demonstrated commitment to social, racial and economic justice.

Flexibility and adaptability, able to shift styles to fit the needs of a wide range of cultures and people.

Self-motivated.

Excellent verbal and written communication skills.

Ability to work well under pressure.

Ability to communicate, verbally and in writing, in Spanish.

RESPONSIBILITIES:

Manage an individual caseload, including regular client intakes, consultations, and a range of unbundled and full representation cases.

Collaborate with the Executive Director, Legal Director, Staff Attorney(s), and Legal Advocates regarding the screening, advising, and representation of Project Safeguard clients.

Occasionally serve as back-up attorney for Project Safeguard's Divorce and Custody Clinics. This may include evening hours (Clinics are hosted Tuesdays evenings from 5:00 p.m. to 8:00 p.m., and staff attorneys are occasionally asked to participate).

Ensure knowledge of and adherence to current legal statutes, case law and regulations.

Ensure that all files and program records are accurate and up-to-date.

Identify and track data and outcomes to assist in program evaluation and grant reporting.

Collaborate with other advocacy groups on systemic issues.

Other duties needed to help drive to our vision, fulfill our mission, and abide by our organizational values.

IMMEDIATE SUPERVISOR:

Legal Director. Currently, Amy Pohl.

COMPENSATION:

Annual salary of \$60,000-65,000.00 (DOE); excellent benefits, including parking or public transit pass, health, dental, vision and disability insurance, flexible work schedule and generous paid leave. This is a full-time position at 36 hours/week (PSG offices are closed Friday afternoons), with occasional fluctuations in schedule

due to demands of preparing for court appearances, legal writing, or other deadlines. We are committed to a workload that can realistically be managed in 36 hours/week.

Project Safeguard pays for Colorado attorney registration fees, malpractice insurance, and for continuing legal education (and will provide opportunities to meet the requirements of continuing education).

COVID-19 PRECAUTIONS:

Full vaccination against COVID-19 is required for all Project Safeguard staff. Medical or religious exemptions will be considered on a case-by-case basis. Staff and clients must wear masks during any in-person interactions.

LOCATION:

Rose Andom Center, 1330 Fox Street, Denver, with frequent travel throughout the Denver Metro Area. This position offers flexibility as to schedule and location (including the ability to work from home), as responsibilities to clients, other staff, and courts allow.

TO APPLY:

We will begin the process of reviewing applications on April 18, 2022, and applications will be accepted until the position is filled. Send a cover letter detailing your interest in Project Safeguard, the position and telling us why we should hire you, along with your résumé to jevl@psghelps.org.

Project Safeguard is an equal opportunity employer. We will not discriminate and will take affirmative measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran status, sexual orientation, gender identity or gender expression.