

**Law**   
**Foundation**  
OF SILICON VALLEY

*Recent Grads are Encouraged to Apply*

**Staff Attorney  
Children & Youth Program**

**JOB SEARCH CRITERIA**

**Law Foundation**  
OF SILICON VALLEY



# Who We Are

The Law Foundation of Silicon Valley advances the rights of historically excluded individuals and families across Santa Clara County through legal services, strategic advocacy, and educational outreach. We serve over 10,000 individuals and families each year through our Housing Program, Children & Youth Program, and Health Program. Our attorneys, social workers, and advocates use legal advocacy as a tool for social change by crafting inventive solutions to the legal issues facing low-income people in our region.

With a staff of 90 employees, we are the largest provider of free legal services in the South Bay region of the Bay Area. Our work is collaborative and meaningful and includes plenty of opportunities for professional growth. As a staff, we actively engage in discussions about race, equity, and inclusion, and are actively working towards a Black, Indigenous, People of Color (BIPOC)-centered legal services practice that incorporates community and movement lawyering.

The Legal Advocates for Children & Youth (LACY) team advances the legal rights of minors in Santa Clara County, empowering them to lead healthy and productive lives. We listen to, advise, and advocate for our clients to ensure their voices are heard and their rights are protected.



# Position

## overview

### What you'll do

The LACY team is seeking to hire a Staff Attorney for our Juvenile Dependency unit. The attorney will accept court appointments to represent minors subject to petitions alleging abuse and neglect. Frequent court appearances will be required in this role. It is anticipated that the attorney will appear primarily on a law and motion calendar. Trial litigation will also be required. The Staff Attorney will work in tandem with a LACY social worker to assess the needs of minor clients.

Other key tasks include providing advocacy for juvenile dependent clients in other legal areas, including education, and meeting with clients in various settings, including office, school, and home environments.



## Staff Attorney

### KEY RESPONSIBILITIES



- ☑ Provide representation, advocacy, and information for minors in the juvenile dependency system. Note that courtroom advocacy will include trial calendar and law and motion appearances.
- ☑ Identify other legal issues for dependent minors and advocate as appropriate.
- ☑ Participate in general office upkeep duties, including computer data entry of intake information, filing, copying, drafting and filing court documents, and serving notice.
- ☑ Maintain statistics on youth served and billing records.
- ☑ Actively participate in LACY's regular team meetings and Law Foundation staff meetings.
- ☑ Coordinate program development activities including assisting the LACY Directing Attorney and Supervising Attorney.

*Note that we value deep connection to the mission/guiding principles over perfect alignment of all qualifications and considerations listed below.*

# Ideal Candidate who you are ...

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- ☑ Deeply committed to, and passionate about, the vision and mission of the Law Foundation;
  - ☑ Have active California Bar Membership, or are otherwise eligible to practice law in California (recent law graduates and individuals awaiting California Bar Exam results are also encouraged to apply);
  - ☑ Have experience in courtroom advocacy (preferred).
  - ☑ Demonstrated commitment to the rights of children & youth.
  - ☑ Have experience in the practice of youth law.
  - ☑ Able to engage in trauma-informed practice/ work sensitively and productively with minors who have
  - ☑ suffered abuse and neglect and those from diverse backgrounds.
  - ☑ Have experience managing a high-volume caseload including experience managing multiple clients in high-stress situations.
  - ☑ Connected to, and experience working with diverse populations, including communities of color, multi-ethnic communities, and people living with disabilities;
  - ☑ Passionate about social justice, race equity, and providing assistance to underserved populations;
  - ☑ Excellent verbal, interpersonal, writing, interviewing, and organizational skills.
  - ☑ Able to work independently and effectively work as a part of a team, both internal and external to the Law Foundation;
  - ☑ Have a valid driver's license with a good driving record, or other transportation to attend hearings, home visits, and outreach presentations.
  - ☑ Are bilingual in English and Spanish or Vietnamese (preferred)
  - ☑ Physical Requirements: Frequent use of computer keyboard and other office equipment (copier, printer, and fax). Able to assess home environments with smoke or other potentially sensitive qualities
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## What we offer

The salary scale for this position is \$70,000 - \$98,000 compensation based upon bar admission date and comparable experience and is determined by the wage table of the current Collective Bargaining Agreement between SEIU Local 521 and the Law Foundation.

## Excellent benefits are provided including:

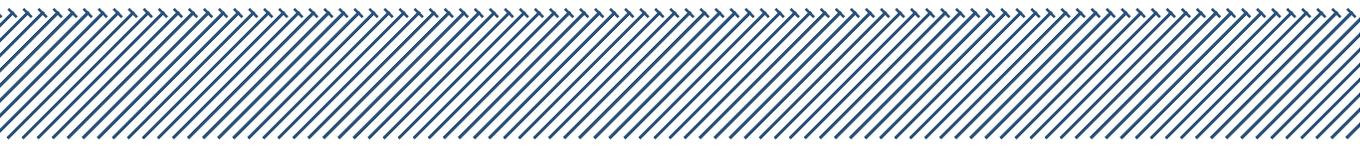
- ☑ 19 paid holidays per year
- ☑ 3-5 weeks of vacation per year
- ☑ 12 days of sick leave per year
- ☑ Fully paid medical, dental, and vision insurance premiums
- ☑ A robust Employee Assistance Program that includes free/discounted mental health therapy and wellness services for employees and their dependents
- ☑ A 401(k) retirement plan with employer contributions
- ☑ A sabbatical after 5 years of employment
- ☑ An annual budget for professional development
- ☑ An additional monthly stipend for those who are bilingual

## Remote work:

- ☑ Due to the COVID-19 pandemic, employees are currently working remotely for the foreseeable future, subject to some exceptions.
- ☑ We have also implemented rigorous health and safety protocols to minimize risk of exposure for staff who occasionally need, or want, to work from the office.
- ☑ All employees are issued Law Foundation computers and provided appropriate supplies to work from home.
- ☑ We are open to providing flexibility regarding work schedules and locations to the extent feasible for each position.

More information regarding the Law Foundation is available here: [www.lawfoundation.org](http://www.lawfoundation.org)





## How to Apply

Applications will be reviewed on a rolling basis until positions are filled. Please submit the following items via email to [chantalk@lawfoundation.org](mailto:chantalk@lawfoundation.org): (1) Your resume, (2) At least three professional references, and (3) A cover letter that explains your interest in the position and The Law Foundation, and also addresses this question:

- To best serve our clients and our community, the Law Foundation is committed to creating a diverse and inclusive workplace in which differences are acknowledged and valued. How has your personal background or professional experiences prepared you to contribute to, and advocate for, social justice, race equity, and diversity within the Law Foundation and for the communities we serve?

## Equal Opportunity Employment

The Law Foundation is an Equal Opportunity Employer/Affirmative Action Employer. We strongly encourage people of color, women, people living with disabilities, older people, and lesbian, gay, bisexual, and transgender people to apply. It is the policy of the Law Foundation to prohibit discrimination and harassment of any type and to afford equal employment opportunities to employees and applicants, without regard to race, color, ethnicity, ancestry, religion, age, sex, gender, sexual orientation, gender identity/expression, pregnancy, medical condition or genetic information, veteran status, national origin, disability, marital or other protected status. The Law Foundation will conform to the spirit, as well as the letter of all applicable laws and regulations.