



Bridge to Justice
A Colorado Nonprofit Organization
1123 Spruce Street, Ste. 200
Boulder, CO 80302
Phone: (303) 443-1038

JOB TITLE: Staff Attorney
REPORTS TO: Executive Director
DIRECT REPORTS: N/A
DEPARTMENT: Legal
Exempt/Non-exempt: Exempt
SALARY RANGE: Commensurate with experience

Organizational Description

Bridge to Justice (B2J) is a non-profit 501(c)(3) organization that provides reduced-rate legal services to low- and moderate-income individuals in domestic relations, landlord-tenant, and other civil legal matters. As an impact-oriented social enterprise, our mission is to bridge the gap between legal needs and legal access with affordable, high quality legal services.

Most of our cases involve post-decree family law issues, including modification and enforcement of parenting time, decision making, child support, and maintenance. Our lawyers provide direct legal advocacy, representing client interests in various legal settings including mediation and court. B2J services promote financial stability and self-sufficiency and the physical safety of our clients and their children. We receive financial support from, and have been recognized by, the Boulder legal and nonprofit communities for providing civil legal services to a historically underserved population.

Position Overview

B2J seeks a dynamic and talented **Staff Attorney** to provide direct representation to modest means clients in domestic relations matters, including pre- and post-decree divorce and child custody cases and civil protection order hearings. This position is under the supervision of the Executive Director. This full-time salaried position with health benefits and paid vacation is based in Boulder, Colorado and has the potential for leadership advancement within the organization. The position is full-time and on site.

Salary is commensurate with experience with opportunity for bonus based on performance. Benefits include health insurance, paid vacation, parking pass, eligibility for loan forgiveness (PSLF) and loan repayment assistance (LRAP) programs, convenient location in beautiful, downtown Boulder across the street from the Justice Center, and experience of working for an impactful and pioneering legal services organization.

Primary Duties:

- Provide direct representation of adult clients in domestic relations proceedings, including pre- and post-decree divorce and child custody cases and civil protection order hearings;
- Develop relationships and collaborate with agency partners, including funders, referral sources, and other organizational allies;
- Participate in case review and team meetings, performance evaluations.

Candidate Requirements:

All candidates must demonstrate a sincere interest and passion for B2J's vision, mission and organizational values. Please review our website at www.boulderbridgetojustice.org for more information about B2J's history, mission and program initiatives prior to submitting an application. Other requirements include:

- J.D. from an accredited law school;
- Licensed and in good standing to practice law in Colorado;
- Minimum 2 years practice experience in domestic relations. Clerkship experience on a domestic relations docket will count towards this requirement;
- Exceptional written communication skills conveying content, analysis, grammar, and persuasion for motions, pleadings, and legal briefs;
- Exceptional oral communication skills, as demonstrated by experience in trial litigation, mediation, negotiation, depositions, public speaking, or other presentations;
- Must be comfortable with a fast-paced professional environment in which team work and communication are essential;
- Must be comfortable establishing and maintaining a relationship with the client from initial consultation through disposition at trial;
- Strong time-management skills and an ability to manage an active caseload and multi-task a variety of cases;
- Acceptance of stressful periods of work during busy times, such as trial preparation;
- Strong work ethic and availability to work occasional nights and weekends, as needed;
- Creative critical thinker poised for future leadership in the access to justice movement;
- Valid driver's license, dependable vehicle, and valid insurance;
- Demonstrated competence in working with diverse and low- and moderate-income clients; and
- Fluency in Spanish is preferred but not required.

Travel Requirements:

Work requires some local travel for court hearings and mediation.

Application Procedures:

Please submit the following documents via email as four separate attachments to Bruce Wiener, Executive Director, at bruce@boulderbridgetojustice.org:

1. Cover Letter (1-2 pages) describing interest in and experience for the position;
2. Resume or curriculum vitae;
3. Writing Sample (no more than 10 pages); and
4. Professional References (2-3 references)

Interested applicants are encouraged to apply by February 7, 2020. Applications will be accepted on a rolling basis until the position is filled.