



Pro Bono Project Attorney-Springdale

Legal Aid of Arkansas is a public interest, not-for-profit law firm dedicated to assuring equal access to justice in civil matters for low income Arkansans. Legal Aid's advocates provide wraparound legal services in housing preservation, domestic violence prevention, economic justice, and consumer protection. Our clients include the working poor, families with children, domestic violence survivors, seniors, immigrants, veterans, and persons with disabilities. For our clients, Legal Aid makes the difference between staying in poverty and thriving toward a brighter future.

The Position: The Pro Bono Project Attorney is responsible for deepening relationships with private practitioners, law firms and corporate legal departments. Responsibilities include:

- Working closely with and under the supervision of the Director of Private Attorney Engagement, analyze and critique Legal Aid's current pro bono plan, then assist in developing an innovative plan to better serve members of the bar and Legal Aid clients.
- Develop and monitor Legal Aid pro bono projects, including: limited scope or full representation, participation in Legal Aid's legal clinics
- Assist in the development and presentation of substantive law trainings to private bar attorneys
- Oversee and monitor case status
- Actively engage in trainings and meetings concerning pro bono and participate in pro bono working groups/committees
- Support pro bono relationships between private bar and Legal Aid attorneys
- Support relationship-building efforts with local bar associations
- Manage award nominations and recognition for our outstanding pro bono volunteers
- Maintain a pro bono panel for case referrals and supervise the management of cases referred to pro bono attorneys
- Recruit and coordinate placement of Legal Aid volunteers and law clerks
- Supervise and manage the work of Legal Aid's Pro Bono Coordinator in the Ozark Region
- Actively participate in Legal Aid's development and communications activities
- Support Legal Aid's overall mission, standards, policies, procedures, and confidentiality guidelines

The Successful Candidate Is/Has:

- Curious and self-directed with an ability to anticipate what needs to be done
- Demonstrated experience in system analysis and development and envisioning and implementing new projects
- Strong organizational, language, and communication skills



- Exceptional listener and strategist who can thrive in a collegial environment
- Experience managing volunteers and giving presentations preferred
- Self-directed and comfortable working in a fast paced, ever-changing environment
- Experience working in legal services or private firm
- Membership in good standing in a state bar; Arkansas preferred
- Ability to begin the position on or about October 1, 2019 and serve for two years minimum
- At least two years' law practice and community education and outreach experience preferred

Salary, Benefits and other support

The successful candidate will receive an annual salary of \$42,000-\$75,000, depending on experience. Legal Aid of Arkansas offers health and dental insurance, retirement, Supreme Court and bar association dues, CLE, position-related travel reimbursement and per diem, Student Loan Repayment Assistance, and other benefits.

Application Instructions:

To apply please email resume and three references to Lee Richardson, lrichardson@arlegalaid.org. Position is open until filled with an October 1, 2019 start date. Candidates are encouraged to apply as soon as possible.

Legal Aid of Arkansas is an Equal Employment Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, national or ethnic origin, age, disability or veteran status.