



PROVIDING ACCESS TO JUSTICE
FOR ORANGE COUNTY'S LOW INCOME RESIDENTS

JOB ANNOUNCEMENT

Position	Full-time Staff Attorney – Community Organizations Legal Assistance Project
Organization Description	<p>The Public Law Center (PLC)'s Community Organizations Legal Assistance Project (COLAP) is seeking an energetic, passionate advocate to join our team in fighting for justice for Orange County's immigrant communities through innovative, collaborative, community-centered lawyering.</p> <p>COLAP provides high quality direct representation, in addition to coordinating and supervising pro bono representation, to low-income consumers and small business owners, as well as local nonprofit organizations. COLAP issues include business formation, employment law, business structure and other transactional issues. The Unit also participates in community-based self-help and intake clinics, community education, and local and statewide advocacy.</p>
Qualifications	<ul style="list-style-type: none"> • Active membership in the California State Bar/Bar Membership pending or eligibility to practice under State Bar Multijurisdictional Practice Program. • Bilingual English/Spanish required • 0-3 years' experience, with corporate/transactional law experience a plus • Demonstrated commitment to working with low-income communities • Excellent written and oral communication skills, with the ability to communicate with a variety of audiences. • Ability to manage multiple tasks, and work independently and as part of a team. • Must have own transportation, valid CA Drivers license, insurance and good driving record. • Must be fully vaccinated against COVID-19 or have a valid medical reason for not being fully vaccinated or a sincerely held religious belief preventing vaccination.
Duties and Responsibilities	<ul style="list-style-type: none"> • Handle a full caseload of transactional law cases relating to business formation and ongoing business operations • Participate in collaborative advocacy efforts in coalition with other legal service providers and community partners • Oversee volunteer attorneys and law students through training, technical support and general supervision • Participate in and help to coordinate legal clinics and workshops, including community education presentations • Represent PLC at legal networking and community outreach events • Full time position with occasional evening and weekend work
Salary & Benefits	<ul style="list-style-type: none"> • Compensation dependent on experience; range of \$65,000 to \$77,000 • Competitive benefits provided.
	<p>Please submit resume, cover letter and writing sample (10 pages or less) to Grace Landa at: glanda@publiclawcenter.org. Please no phone calls. APPLICATION DEADLINE: Open until filled The Public Law Center is an Equal Opportunity Employer.</p>