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POSITION: Staff Attorney

LOCATION: Phoenix, Tucson, or Flagstaff

START: Negotiable

DEADLINE: Open until filled

REPORTS TO: ACDL Legal Director/Supervisory Attorney

POSITION PURPOSE AND OBJECTIVES:

The Staff Attorney will provide direct legal services, including representation in negotiations, administrative hearings, and litigation; develop self-advocacy materials in multi-media formats, and provide legal rights training and information to educate people with disabilities about their rights. The Staff Attorney will also be responsible for working on a team to monitor state and private facilities such as hospitals, nursing homes, Intermediate Care Facilities, community facilities for individuals with disabilities, board and care homes, homeless shelters, jails, and prisons for abuse, neglect, and compliance with federal and state laws protecting the rights of individuals with disabilities.

ACDL seeks a Staff Attorney to develop and pursue system reform cases designed to expand community living opportunities, improve service systems and supports, promote equal access, redefine standards of care for persons with disabilities and enforce and expand civil rights protections for people with disabilities.

Essential Functions

1. Provides direct legal services to clients, including legal consultations and representation during negotiations, alternative dispute resolution procedures, administrative proceedings, and litigation within established service and priority areas.
2. Investigates allegations of abuse and neglect, and writes reports summarizing findings and trends.
3. Responds to requests for assistance, interviews potential clients, and provides legal advice and information.

4. Develops and pursues systemic issues through various means, including complex litigation.
5. Consults with experts, such as physicians, psychologists, therapists, educators, and others to identify options and barriers to individuals and groups of individuals with disabilities.
6. Conducts trainings and outreach activities.
7. Monitors state and private facilities and service providers for abuse, neglect, and compliance with federal and state laws.
8. Attends required meetings, including staff meetings, in-service, consumer advisory council, and other pertinent meetings as required.
9. Participates in case reviews with the Legal Director/Supervisory Attorney and maintains case files in accordance with ACDL's file management policy.
10. Contributes to the development of written material including multi-media training materials, such as guides, blogs, vlogs, and podcasts, required reports, and articles for newsletters or other publications.
11. Participates in the development, implementation, and evaluation of ACDL's goals and objectives.
12. Completes administrative requirements and necessary documentation required by ACDL.

Required Qualifications

1. JD required
2. Must be licensed to practice law in Arizona (active, in good standing)
3. Must have at least three years of experience in civil litigation in federal or state court and/or before state or federal administrative agencies.
4. The attorney should be familiar with disability services and systems.
5. Excellent research, writing, and analytic skills.
6. The ability to work as a team, as well as take direction and independently follow through on all instructions.
7. High level of commitment to service excellence, plus high degrees of integrity, ethics, and judgment.
8. Excellent interpersonal, relationship-building, and collaboration skills to be able to work effectively with others inside and outside of the organization.

Preferred Skills

1. Five years of experience in civil litigation in federal or state court and/or before state or federal administrative agencies.

2. Demonstrated interest and commitment to civil rights or public interest law.
3. Working knowledge and understanding of relevant disability and civil rights laws, including federal statutes (Americans with Disabilities Act, § 504 of the Rehabilitation Act, and Medicaid), and state laws.
4. Knowledge of Arizona healthcare and mental healthcare systems.
5. Experience in development and litigation of complex and systemic cases is highly desirable, including designing and implementing remedial orders in system reform litigation.
6. Experience working with individuals with disabilities.
7. Knowledge of the Protection & Advocacy system.

Working Conditions

The Staff Attorney usually performs work in an office environment, but the mission of the organization and employment duties may sometimes take a Staff Attorney to non-standard workplaces, such as health facilities and prisons.

The Staff Attorney will be expected to travel within and outside the state, as necessary.

Compensation

ACDL offers a competitive salary and benefits package based on experience and is competitive with other public interest law firms. Employment benefits include generous leave, health, dental, life insurance, and a 401(k) retirement plan. ACDL observes all federal holidays.

Disclaimer

The purpose of this position description is to serve as a general summary and overview of the major duties and responsibilities of the job. It is not intended to represent the entirety of the job nor is it intended to be all-inclusive. Management reserves the right to modify, or rescind this position description at any time, with or without prior notice.

ACDL values diversity in the workplace. ACDL is an equal opportunity employer and values diversity, equity, and inclusion. Person with disabilities are encouraged to apply. If you need a reasonable accommodation during the application process, please contact Timi Dedrick at tdedrick@azdisabilitylaw.org

Salary commensurate with experience and based on ACDL's salary scale. Benefits include paid vacation, medical and dental insurance, 401(k) plan, life and long-term disability insurance, and paid holidays.

Send resume, cover letter, and a list of a minimum of three professional references to: J.J. Rico, Chief Executive Officer, Arizona Center for Disability Law, 177 N. Church Ave, Suite 800, Tucson, AZ 85701, center@azdisabilitylaw.org.