

Job Title: Attorney Team Leader / Supervising Attorney  
Reports to: Legal Advocacy Director  
Exemptions Status: Exempt

Disability Rights Ohio is a nonprofit organization committed to advocating for an equitable Ohio for people with disabilities. We provide a collaborative, supportive, mission-focused work environment. With a 35-hour work week, flexible scheduling, remote work opportunities, paid holidays, and generous paid time off, our organization promotes a healthy work-life balance. Our team members enjoy competitive health, vision, and dental insurance, along with a matching 401K plan.

### **Position Summary**

The Attorney Team Leader provides legal expertise, supervision, and strategic leadership to a team of attorneys and legal staff in support of the organization's mission. This role ensures high-quality legal representation, compliance with ethical standards, effective case management, and the professional development of team members. The Attorney Team Leader also collaborates with organizational leadership on program strategy, policy advocacy, and community partnerships.

### **Key Responsibilities**

#### **Legal Practice & Case Oversight**

- Provide direct legal representation and strategic oversight in assigned practice areas (e.g., disability rights, education, service system access, housing, employment, civil rights).
- Review and approve legal filings, case strategies, and settlements to ensure quality and compliance with professional standards.
- Serve as a subject-matter resource for complex or high-impact cases.
- Ensure compliance with all applicable laws, regulations, grant requirements, and ethical rules.

#### **Team Leadership & Supervision**

- Supervise, mentor, and evaluate attorneys, paralegals, and advocacy staff.
- Conduct regular case reviews, performance evaluations, and professional development planning.
- Foster a supportive, inclusive, and trauma-informed work environment.
- Address performance issues, workload distribution, and team well-being.

#### **Program & Strategic Leadership**

- Collaborate with senior leadership to set and measure program goals, priorities, and outcomes.
- Contribute to the development and implementation of advocacy strategies aligned with the organization's mission.
- Analyze trends in client needs, systemic barriers, and legal developments to inform program improvements.

#### **Community Engagement & Partnerships**

- Represent the organization in coalitions, community meetings, trainings, and public forums.
- Build and maintain relationships with community partners, pro bono attorneys, funders, and stakeholders.
- Participate in outreach, education, and capacity-building efforts.

#### **Administrative & Reporting Duties**

- Ensure accurate case tracking, data collection, and reporting in accordance with funder and organizational requirements.
- Assist with grant reporting, audits, and program evaluations.
- Support budgeting, staffing, and resource planning for the legal program.

## **Qualifications**

### **Required**

- Juris Doctor (JD) from an accredited law school.
- Active license and good standing with the Ohio Bar (or ability to obtain).
- Must be admitted to U.S. district courts for the Northern and Southern Districts, and registered for Federal Court Electronic Case Filing in both the Northern and Southern District Courts.(or ability to obtain).
- Minimum 4 years of relevant legal experience, preferred in Disability Rights including experience in the nonprofit or public interest sector.
- Demonstrated experience supervising or mentoring attorneys or legal staff.
- Strong commitment to the mission of the P & A and to the civil rights of all people.
- Ability to maintain confidentiality and to deal effectively with and negotiate through confrontational situations and stressful interactions.
- Ability to travel

### **Preferred**

- Experience leading teams in a legal aid, public interest law or advocacy organization.
- Expertise in one or more relevant substantive law areas.
- Experience with impact litigation, policy advocacy, or systems-change work.
- Familiarity with grant-funded programs and compliance requirements.

### **Skills & Competencies**

- Strong legal judgment and critical thinking skills
- Effective leadership, coaching, and conflict-resolution skills
- Excellent written and verbal communication
- Ability to manage competing priorities in a fast-paced environment
- Data-informed decision-making and attention to detail

### **Working Conditions**

- May include occasional evening or weekend work for court, community events, or deadlines.
- Schedule: usually Monday to Friday
- Work Location: Hybrid depending on organizational needs.
- Job Type: Full-time 35 hours per week
- Reasonable accommodations provided in accordance with applicable laws.

Pay: Starting at 74,000/hour, increases based on experience.

### **Benefits:**

- 401(k)
- 401(k) matching
- Paid - Dental insurance, Life insurance, Vision insurance

- Health insurance
- Generous Paid time off
- 14 Paid Holidays
- 401K Retirement plan
- Parental Leave

Qualified candidates should submit a cover letter and resume to [HR@disablityrightsohio.org](mailto:HR@disablityrightsohio.org).