



**Staff Attorney
Grand Rapids Office**

Who We Are: We are a non-profit law firm that proudly delivers free legal assistance to communities in 17 Southwest Michigan counties with offices in Grand Rapids, Kalamazoo, Muskegon, Holland, and St. Joseph. We protect rights, challenge injustice, and fight poverty through free legal advocacy for people and families. Our civil legal work involves eviction defense and preventing homelessness, securing independence and safety for survivors of domestic abuse, ensuring that people have the basic income they need to meet the necessities of life, and more. LAWM is an equal opportunity employer, and we seek to build a diverse and inclusive team in order to best meet the needs of our client communities.

Position: Legal Aid of Western Michigan (LAWM) has a position open for a Staff Attorney in its Grand Rapids office. This is a grant-funded position working in eviction defense. We expect this position to be funded through December 2024.

Responsibilities:

- Conduct intake appointments with clients;
- Manage a litigation caseload;
- Successfully manage multiple tasks; and
- Build collaborative relationships within the community.

Qualifications:

- A license to practice law in Michigan or eligible to be admitted by waiver or able to take the next Michigan bar exam.
- Experience in family law preferred.
- Demonstrated commitment to provide access to justice for low-income individuals and households; and
- Excellent written and oral communication skills.

Salary/Benefits: Full-time salary from \$63,000 depending on experience. We offer an additional \$2,520 annual stipend for an individual who is bilingual and biliterate in English and Spanish. We are committed to promoting healthy work/life balance, and our staff enjoy:

- Office hours- Monday through Friday 9:00AM to 5:00 PM
- Generous annual leave and sick leave
- Thirteen paid holidays per year
- HMO and HSA health insurance options, as well as a payout option for staff who do not require health insurance.
- Life and long-term disability insurance
- Annual employer contributions to 403b accounts for eligible employees
- Being part of a team that is making a positive impact on their communities.
- Professional development opportunities
- In addition, our organization is a qualifying employer for most loan forgiveness programs.

TO APPLY, send resume and cover letter
to Human Resources Assistant, Emily McGavin at emcgavin@lawestmi.org.