MONTANA LEGAL SERVICES ASSOCIATION

**Position Title:** Staff Attorney, Domestic Violence Practice Group  
**Location:** Helena

This Staff Attorney position will provide poverty law services to domestic violence survivors throughout the state of Montana. Grant funding at present concentrates services in North Central Montana.

**Specific Duties**
- Interviewing, meeting with, advising, and representing eligible clients on civil matters.
- Developing and maintaining specialized knowledge of the legal needs of domestic violence victims, and of general poverty law issues.
- Providing services ranging from brief counsel and advice, to more extended representation on core legal issues affecting MLSA clients.
- Composing correspondence, pleadings and other documents.
- Researching the law and preparing memoranda.
- Working with other MLSA staff to recruit, train and support pro bono attorneys when appropriate.
- Participating in MLSA’s statewide initiatives and impact work, and implementing grant and contract requirements through casework.
- Other duties as assigned by the Supervising Attorney.

**Requirements**
- Law Degree and current license to practice law in Montana.
- Experience in Indian Law, preferred.
- Prior legal services experience preferred, particularly experience working with domestic violence victims.
- A willingness to assume a varied case load.
- An understanding of the civil legal needs of low-income people, including the unique needs of populations that experience particular barriers to access to justice systems.
- Knowledge of substantive legal areas affecting low income people.
- Ability to effectively communicate, to motivate others, and to work collaboratively with diverse groups of people with varying perspectives, and experience and expertise.
- Ability and willingness to learn and integrate new technologies and methodologies to efficiently perform responsibilities.
- A willingness to establish and maintain effective relationships with clients, the public, judges, court personnel and the bar.
- Ability and willingness to work cooperatively and collegially within a decentralized statewide law firm.
- Excellent written and verbal communication skills.
- Excellent attention to detail.
- Ability to work independently in a deadline-oriented environment.
- A “can do” attitude and a willingness to pitch in where needed.
- Strong commitment to insuring equal access to justice.
- Proficient at the use of technology, including, but not limited to, word processing, spreadsheets, internet-based programs and computer-based legal research.
- Ability to travel within the state of Montana, occasionally overnight.

The Montana Legal Services Association is an Equal Opportunity Employer.

**Salary:** $48,000 and up, DOE. MLSA offers an attractive benefits package, including health, dental, vision, and life insurance, retirement and educational loan repayment assistance.

**To Apply:** Send a letter of interest, three professional references, writing sample, and resume to hiring@mtlsa.org.

**Submission Deadline:** Screening of applicants will begin immediately and the position will remain open until filled.