



HARRIETT BUHAI
CENTER FOR
FAMILY LAW

Our Mission:

We protect victims of domestic violence and improve the well-being of children living in poverty. With the help of volunteers, the Center provides free family law assistance and legal education to the poor. We strive to empower people in need and assure them meaningful access to the courts.

Our Vision:

We aspire to create a community where poverty is not a barrier to those who seek to resolve critical family law matters.

About the Center:

Founded in 1982, the Harriett Buhai Center for Family Law is one of the most innovative nonprofit legal programs in the nation designed specifically for low income families in turmoil. The focus of the Center's efforts is on legal problems involving custody, visitation, support of children, domestic violence, and establishing parentage.

Job Announcement: Pro Bono Director

The Harriett Buhai Center for Family Law (the Center), a well-respected public interest law firm exclusively devoted to the practice of family law including domestic violence, seeks a dynamic and creative Pro Bono Director (PBD). The PBD is responsible for directing, sustaining, and expanding the Center's volunteer program, which is one of the largest pro bono family law resources in the State of California. The Center relies on the assistance of several hundred pro bono legal volunteers each year to help provide family law services to clients with low income, and further the Center's goal of increasing access to lawyers and reducing inequities in the justice system.

The PBD oversees all aspects of the volunteer legal program including but not limited to recruitment, professional development, and case management. The PBD assumes primary responsibility for assuring that volunteers are trained and knowledgeable to provide quality legal assistance. The PBD is tasked with building and maintaining a diverse body of volunteers representative of the communities the Center serves. The PBD designs and implements new strategies to meet the needs of clients while being responsive to the professional demands of its volunteers.

Qualifications:

- A licensed attorney in good standing with the State Bar of California;
- Three or more years of family law and/or other relevant legal experience;
- Prior experience and demonstrated strengths in organization and/or leadership and/or program development;
- Clear ability and demonstrated success working with diverse peoples to nurture and develop relationships;
- Strong writing and speaking skills;
- Ability to travel locally for events and work some Saturdays and weeknights.

Start Date: ASAP

Position: Full-time, exempt.

Salary and Benefits: Salary: Commensurate with experience.

Benefits include: medical, dental, and vision insurance; voluntary employee retirement plan; paid vacation and holiday leave; reimbursed travel and educational expenses; professional development.

Location: Temporarily remote; Office in Los Angeles/Koreatown

How to Apply:

Please email a cover letter, resume, and one relevant writing sample to: jobs@hbcfl.org

Please write "Pro Bono Director" in the subject line.

Please, no phone inquiries.

The Harriett Buhai Center for Family Law is an Equal Opportunity Employer and does not discriminate against any employee or applicant on the basis of race, ethnicity, religion, color, creed, sex or gender, sexual orientation, gender identity or expression, marital or family status, national origin, citizenship, ancestry, age, pregnancy (including childbirth and breastfeeding), genetic information, disability or medical condition, military or veteran status or any other indisputable characteristic, or perception of protected status, in accordance with applicable law.

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