

Idaho Legal Aid Services Seeks an Executive Director

Idaho Legal Aid Services (ILAS) is seeking an Executive Director to lead this high quality nonprofit law firm which seeks to secure justice for the low income, migrant farmworker, and Native American populations throughout Idaho. ILAS's next Executive Director will facilitate and assist in the creation and implementation of a vision to bring ILAS to its next stage of development in advocacy, fiscal stability and collaboration with client communities and ILAS's partners throughout the state.

About the Position

ILAS's next Executive Director comes at a time of great opportunity and challenges for the firm and its clients. Its strengths include its long-standing reputation for the delivery of excellent legal services, its varied and stable funding, and its diverse and experienced staff and board. Its challenges include serving all populations throughout the state with available funding and a service area that is rural and poor with long distances between its seven office locations.

High Priority Roles and Responsibilities for the new Executive Director:

- Maintaining high quality legal services to clients
- Developing a clear and strategic vision for ILAS for the next two to five years and beyond
- Engaging in the strategic planning and needs assessment necessary to implement that vision
- Maintaining the fiscal and operational strength of ILAS by meeting funder requirements and balancing the budget
- Preserving ILAS's existing resources while developing new resources to support its work
- Leading in establishing positive morale throughout the firm

Qualifications:

- Passionate commitment to advancing the legal rights of low income persons, including Native Americans and migrant farmworkers, and to the mission of ILAS
- Successful leadership in a multi-million dollar organization, preferably a legal services program
- Significant management experience, including supervision of staff, oversight of financial reporting, development of budgets, and compliance with grant and contract requirements
- Successful experience in resource development, and a desire to develop and expand the resources of ILAS; the new Executive Director must spend a minimum of 25% of his/her time fundraising
- Demonstrated experience working with organizations and individuals with diverse perspectives, including staff, Board, the public, the Bar, the Courts, elected and appointed officials, and clients
- Knowledge of and experience with the legislative process

- Outstanding oral and written communication skills, including the ability to motivate and inspire staff and funders
- Experience working with an engaged Board of Directors in the successful performance of its duties
- Demonstrated knowledge of the laws and issues involved in ILAS advocacy
- Willingness to adopt new technology to further ILAS's mission
- Ten years experience, in the practice of law or legal services and senior management experience preferred
- Personal attributes such as the ability to engender confidence and trust, honesty, a strong work ethic, a sense of humor, good listening skills, decisiveness, and the belief in equality
- Willingness to make a long term commitment to ILAS

APPLICATION PROCESS

Applications will be accepted until **December 14, 2012**. Interested candidates should submit a letter expressing in detail your interest in the position of Executive Director of ILAS, and what you believe you can contribute to the future of ILAS and its client community. The letter should be accompanied by a current resume and the names and contact information for three references.

Electronic submissions are preferred. Materials should be emailed to bevallen@idaholegalaid.org. Mailed submissions will be accepted at: ILAS Board Search Committee, Attention: Bev Allen, Idaho Legal Aid Services, 310 N. 5th Street, Boise, Idaho 83702.

ILAS offers a competitive salary and benefits package. ILAS is an equal opportunity employer and encourages candidates with disabilities, women, persons of color and others who represent distinct linguistic or cultural communities to apply.

About Idaho Legal Aid Services

ILAS is committed to its role in Idaho's comprehensive, coordinated system for delivering civil legal services to low income persons by representing clients using multiple strategies such as brief services, administrative action, litigation and education of policy makers; and by maintaining a legal services presence throughout the state from seven offices serving 44 mostly sparsely populated counties.

ILAS's work includes housing, government benefits and domestic violence from its general legal services program along with its Native American and Migrant Farmworker programs. It is proud of its special emphasis on responding to the needs of the elderly, veterans and persons with disabilities.

ILAS works closely with the other legal services providers: the Idaho Volunteer Lawyers Program and Disability Rights Idaho.

ILAS is committed to maintaining a board of directors and staff reflective of the diversity of its client communities.

ILAS's revenue for 2012 is approximately \$2.4 million from 29 grants. About 65% of the revenue comes from the Legal Services Corporation. Other major grants are provided by the US Department of Justice (LAV) and the US Department of Housing and Urban Development. ILAS also has contracts with the Nez Perce and the Coeur d'Alene Tribes to do both civil and criminal work. ILAS is the only legal services program in Idaho, with a staff of approximately 44 employees that serves at least 3,500 clients per year.

ILAS has offices in Coeur d'Alene, Lewiston, Caldwell, Boise, Twin Falls, Pocatello, and Idaho Falls, as well as a satellite office at the Nampa Family Justice Center. ILAS's Migrant Farmworker Unit has staff in the Caldwell and Twin Falls offices which serve the southwestern and southeastern parts of Idaho. ILAS's Indian Law Unit has staff in the Boise, Pocatello, Lewiston and Coeur d'Alene offices. The Administrative office is located in Boise.