 (208) 746-7541

 www.idaholegalaid.org

 1447 S. Tyrell Ln., Boise, ID 83706



IDAHO LEGAL AID
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Staff Attorney – Idaho Falls Office

Program Description: Idaho Legal Aid Services, Inc. (ILAS) is a statewide nonprofit law firm that serves the civil legal needs of low-income and vulnerable Idahoans. Our clients include: survivors of domestic and sexual violence and stalking; housing insecure Idahoans; and vulnerable seniors and children.


Our staff love working at ILAS due to the opportunity to help people in our community while having a sustainable work-life balance. In recent staff surveys, ILAS's culture was described as supportive, collegial, flexible, and collaborative. Our full-time positions are 37.5 hours/week.

Location Description: Idaho Falls is a small city located along the banks of the Snake River and is the largest city in eastern Idaho. It has a growing airport and recreation, including a zoo, three golf courses, ice arena, an event center, and various museums. Idaho Falls boasts a high quality of life and close proximity to outdoor recreation, such as hiking, mountain biking, swimming, fishing, kayaking, and more. Yellowstone National Park and Grand Teton National Park are only a two-hour drive from Idaho Falls and boast ample opportunities for outdoor activities. Idaho Falls is also less than a two-hour drive from several ski resorts, including Grand Targhee Ski Resort and Jackson Hole Ski Resort.

Position Description: ILAS is seeking a full-time Staff Attorney for its Idaho Falls Office. The attorney will be expected to provide legal representation to vulnerable Idahoans with critical needs. Cases may include representation across several practice areas but will focus on housing law, elder law, and family law (representing survivors of domestic or sexual violence, dating violence, and stalking).

The Staff Attorney's duties will include providing legal services, including but not limited to: managing cases and casework; calling and meeting with clients; interviewing witnesses; trial preparation; researching and writing briefs and memorandums; drafting complaints and other pleadings; and litigating matters. The attorney will be expected to use professional judgment to manage a caseload. The attorney will also conduct occasional outreach activities or educational workshops to the communities we serve. This attorney will draft written legal education materials and conduct outreach and education to individuals and organizations that serve our client community, including LGBTQIA, unhoused, refugee, immigrant, and Latino groups.

Qualifications: The applicant must hold a Juris Doctor degree. The applicant must be a member in good standing of the Idaho State Bar Association or be eligible for admission to the Idaho State

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Bar by examination, UBE score transfer, or motion in the next six months. The applicant must have an interest in poverty law and a passion for serving vulnerable and at-risk populations. Extra consideration given to applicants with a history of public service or fluency in languages relevant to our client community.

Benefits: This is a full-time position of 37.5 hours per week. The attorney would be eligible to participate in a limited telecommuting program after three months of working at ILAS. ILAS provides excellent opportunities for meaningful work and the professional growth of its employees. ILAS provides robust benefits, including life, health, dental, and disability insurance. Staff may qualify for a Legal Services Corporation loan repayment program and federal loan forgiveness programs. ILAS offers generous leave benefits and a retirement plan. Relocation assistance is available. Extra consideration given to applicants with a history of public service or fluency in languages relevant to our client community. The salary range for this position is \$70,000 - \$100,000 DOE.

How to Apply: Email your cover letter, resume, and list of three professional references to Bev Allen, Executive Assistant, at: bevallen@idaholegalaid.org. You can also email or call Ms. Allen at: (208) 807-2606 to request application or interview accommodations. This position will be open until filled.

Job offers are contingent upon a criminal background check. ILAS is a drug-free, alcohol-free workplace. ILAS is an equal opportunity employer. Qualified applicants are considered regardless of race, color, national origin, religion, age, marital status, sex, gender identity, or disability.