



**CENTRAL CALIFORNIA
LEGAL SERVICES**
JUSTICE. EQUITY. POWER.

**CENTRAL CALIFORNIA LEGAL SERVICES
JOB ANNOUNCEMENT
SENIOR/CONSUMER LAW
TEAM LEADER**

WHO WE ARE: For over 50 years, CCLS has been representing and advocating for low-income individuals in Merced, Tuolumne, Mariposa, Fresno, Tulare, and Kings Counties—a region where intense poverty exists side by side with unparalleled wealth and abundance. Our mission is to provide high quality, no-cost civil legal services to low income individuals, families, and communities—improving the wellbeing of our Valley through systems-changing advocacy, client education, and legal work that meets individual clients’ immediate needs. We also work closely with agencies and community organizations that share our commitment to support our clients in being their own agents of change.

Under the supervision of the Legal Director, the Senior/Consumer Law Team Leader will direct a team of attorneys and advocates in providing services to eligible seniors and dependent adults in a variety of legal areas. The Team Leader will also be responsible for providing effective legal representation to address consumer issues effecting CCLS clients.

Position:	Senior/Consumer Law Team Leader
Experience:	5+ Years Experience, see below
Application Deadline:	See Website
Location:	Fresno Office
Term of Employment:	Regular, Full Time
Other:	FLSA Exempt, Non-Union Position

HOW TO APPLY:

Please visit <https://www.centralcallegal.org/careers/> to submit an online application and join our CCLS family in an effort to ***Advance Justice & Empower People.***



2115 Kern Street, Suite 200, Fresno, CA 93721 • Phone: (559) 570-1200 • Toll Free: (800) 675-8001
1640 “N” Street, Suite 200, Merced, CA 95340 • Phone: (209) 723-5466 • Toll Free: (800) 464-3111
2025 W. Feemster Avenue, Visalia, CA 93277 • Phone: (559) 733-8770 • Toll Free: (800) 350-3654
www.centralcallegal.org

DUTIES:

- Provide leadership and supervise members of the Consumer/Seniors substantive law team, and assist the Legal Director in overseeing the day-to-day delivery of legal services;
- Ensure the provision of high-quality legal services for clients, and the effective use of time and resources by team members, by:
 - Conducting weekly case reviews;
 - Reviewing advocate case-loads (i.e., quality, quantity, priorities, and compliance with Legal Services Corporation (LSC) and other applicable laws and regs.);
 - Assisting advocates to identify and resolve legal issues affecting clients;
 - Helping fashion effective approaches to client issues through appropriate litigation, advocacy, community legal education and/or other tools;
 - Evaluating work of team members on a regular basis;
 - Planning for, and developing, team and individual team members' advocacy skills, through training, mentoring, and professional growth opportunities as appropriate for each advocate.
- Provide direction for the delivery of senior estate planning services;
- Assist in the preparation and review of senior estate planning documents (will, power of attorney, HIPAA authorization, advance health care directive);
- Ensure delivery of and, as needed, participate in the providing of senior estate planning services per senior grant requirements in four counties;
- Identify, support and/or co-counsel in impact litigation on consumer/seniors issues, and participate as a member of litigation teams;
- Assist in grant compliance tracking and reporting. In particular, the Seniors/Consumer Team lead will work to accomplish the AAA seniors grant projects' goals and desired outcomes, maintain grant funder relationships, keep accurate records, and provide regular written reports regarding same;
- Maintain individual case-load consistent with program priorities and other duties, and continue to pursue professional development both as a lawyer and as a manager;
- Participate in Team Leader meetings and retreats, and contribute actively to the development of CCLS as a formidable and effective force for eliminating poverty in the Central Valley;
- Engage in outreach to the client community and to community-based organizations, and participate, as appropriate, in statewide, regional, and national task forces;
- Participate in hiring interviews and in making recommendations for the hiring of CCLS staff;
- Perform additional duties as assigned.

QUALIFICATIONS:

- Minimum of five years-experience as an attorney;
- Member in good standing of the State Bar of California;
- Experience in providing legal services for the poor or other civil litigation or administrative advocacy practice;
- Commitment to working with low-income clients;
- Court civil litigation or administrative hearings and appeals experience, and willingness to develop and improve litigation or administrative advocacy skills;
- Bilingual ability (English/Spanish or English/Hmong) preferred;
- Excellent oral and written communication skills;
- Proven organizational, leadership and management skills;
- Decision-making and teaching skills;
- Positive and cordial interpersonal relations and ability to work well under pressure;
- Proficiency with computer software, including word-processing, spreadsheets and databases, as well as internet skills.

SALARY/BENEFITS: Salary Range DOE (\$58,272 to \$97,404); Benefits include medical, dental, vision, life, disability insurance coverage; employer contribution to 403(b) plan based on length of service; 14.5 paid holidays; generous vacation and sick leave policy; some professional dues paid by CCLS; if qualified, participation in the School Loan Reimbursement Assistance Program, and/or a Bilingual Supplement.

CCLS is an equal opportunity employer: we value equity, inclusion, and diversity, across all races, cultures, classes, ages, religions, gender identities and presentations, sexual orientations, body sizes, family structures, abilities, and all categories protected by law. We encourage all interested individuals to apply. This position is subject to a Collective Bargaining Agreement.

