



**Job Title:** Victims of Crime Act (VOCA) Attorney

**Location:** Grand Junction, Colorado

**Classification:** Exempt

**Reports To:** Managing Attorney, Grand Junction Office

**Salary Range:** \$66,422 - \$108,011 (Commensurate with experience: \$65,422 starting salary for law graduates who have not yet passed the bar)

**Organization Overview:**

Colorado Legal Services (CLS) is Colorado’s statewide nonprofit legal aid program, with thirteen offices providing civil legal assistance to low-income Coloradans throughout the state. CLS provides free legal assistance in a broad variety of legal areas, including family law, public benefits, eviction defense, consumer protection, services to survivors of serious crime and human trafficking, and many others.

CLS has strengthened lives, assisted families, and supported communities—one person at a time for over 90 years. We are committed to providing high-quality, free legal advice and representation to eligible individuals throughout Colorado. We have a long history of successful impact and advocacy. CLS strives to bring about substantive, transformational change in the lives of those we serve.

**Position Summary:**

The Victims of Crime Act (VOCA) Grant attorney will be housed in Colorado Legal Services’ Grand Junction Office but will be primarily responsible for cases in rural Delta and Montrose Counties, with some additional coverage in Garfield County (Glenwood Springs) and Mesa County (Grand Junction). The VOCA attorney will work under the supervision of the Managing Attorney of the Grand Junction Office. This position requires a candidate with strong work ethics, a background in family law and trial practice, as well as strong research and writing skills. The ideal candidate must be organized and have a passion for assisting individuals in navigating challenging situations. The ability to speak Spanish is a bonus.

The VOCA Grant attorney provides legal advice, brief services, and representation to clients who have experienced domestic abuse or other crimes of violence. In addition to their caseload, the attorney also conducts outreach, community education events and participates in various local Boards/committees. These efforts are guided and supervised by the Managing Attorney. In summary, the VOCA Attorney role presents an exciting opportunity for a dedicated and passionate law professional to make a significant impact on the lives of our vulnerable client populations.

As a member of a multidimensional team, the VOCA Attorney will contribute their expertise to achieve the best possible outcomes for clients. It is crucial that the ideal candidate remains up to date with the latest developments in family law and applies this knowledge to effectively support clients.

**Highlight:**

This is an excellent opportunity for outdoor enthusiasts such as skiers, snowboarders, mountain bikers, campers, and hikers. Grand Junction, located in Western Colorado, is 40 minutes from Powderhorn Mountain ski resort and only 1.45 hours from Aspen. Grand Junction features stunning natural beauty, including the Grand Mesa, the largest flat top mountain in the world, which contains numerous trails and a wide variety of birds and wildlife. Grand Junction is also the site of Colorado Mesa University, which adds vibrancy to the local community by sponsoring sporting, arts and entertainment events and activities. Palisade peaches, honey crisp apples and world-famous wineries, along with a wide variety of festivals, make the Grand Valley a perfect place to live and raise a family.

**Essential Duties:**

- Independently manage an active caseload of primarily domestic relations cases, including but not limited to civil protection orders, divorce actions, and cases related to the allocation of parental responsibilities.
- Provide sound legal advice, brief services, and high-quality legal representation to clients in court and before administrative agencies that align with program objectives and are in accordance with the ethical rules of professional conduct, program priorities, CLS policies and guidelines, and CLS Casehandler guidelines.
- Work collaboratively with other CLS attorneys, paralegals and intake specialists as needed.
- Ability to travel on an as needed basis from Grand Junction to Delta, Montrose, and Garfield.
- Advocate for clients through skillful litigation, performing all duties associated with trial practice, including but not limited to client and witness interviews, thorough case investigations, legal research and drafting of any necessary legal documents and pleadings.
- Ensure comprehensive and current client case notes and documentation in case management system
- Engage in genuine good-faith negotiations on behalf of clients, developing and implementing strategies designed to achieve clients' objectives.
- Develop professional relationships with judicial officers and staff as well as with the community served.
- Display courtesy, patience, empathy, and sound judgment while providing clear and transparent communication to clients, managing their expectations effectively.
- Under the direction and supervision of the Managing Attorney, develop strategies for providing community education and outreach presentations, and participate in local boards and committees.
- Perform additional duties as assigned.

**Required Qualifications:**

- Valid license to practice law in the state of Colorado or ability to obtain a Colorado license as soon as practicable.
- Strong work ethics
- Excellent written and verbal communication skills.



- Detail-oriented with strong organization skills, critical thinking, and analytical skills.
- Ability to adjust priorities as requirements change.
- Excellent time management skills are a must.
- Basic proficiency in Office 365 is expected.

**Preferred Qualifications:**

- Proficiency in both English and Spanish is desired.
- Experience working with vulnerable populations is preferred.
- Knowledge in domestic relations casework.

**Compensation and Benefits:**

We offer a generous plan that includes 100% employer paid premiums for employee health, dental, vision, life, and long-term disability insurance as well as partial employer paid premiums for spouses/dependents, based on a sliding scale. We also offer Dependent Care and Medical Flexible spending accounts, a 403(b) retirement account, and an Employee Assistance Program (EAP). Additionally, CLS offers a \$350.00 monthly stipend (to be used as you choose), generous paid time-off and 12.5 paid holidays per year. CLS values its employees' commitment to working hard for the population it serves and recognizes the importance of work/life balance; therefore, we offer flexible work schedules and hybrid work arrangements as appropriate. We promote and foster a diverse, inclusive, equitable, and psychologically safe work environment, striving to be a "Best Place to Work" in Colorado.

**How to Apply:**

Please email a copy of your resume and cover letter to [hiring@colegalserv.org](mailto: hiring@colegalserv.org). Please include "**VOCA Attorney – Grand Junction Office**" in the subject line. For full consideration, please apply **by** Wednesday, **Nov. 15, 2023**.

**Note:** Please mention how you heard about the job announcement in your email.

Please no solicitations from recruitment firms.

**Our Commitment to Diversity, Equity, Inclusion, and Belonging:**

CLS embraces diversity, equity, inclusion, and belonging as an Equal Opportunity Employer. We are committed to building and retaining a workforce that respects and empowers each individual and represents a variety of diverse cultures, perspectives, skills, and experiences. We encourage all qualified candidates to apply for this position.