Job Title: Boulder Community Grant Attorney (Housing, Consumer, and Public Benefits)

Location: Boulder, CO

Classification: Exempt

Reports To: Boulder Managing Attorney


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 Colorado Legal Services Boulder Office seeks to hire an attorney, funded by our local community grants. This attorney will focus on housing, consumer, and public benefits cases on behalf of low-income and senior residents of Boulder County. The attorney will also be responsible for engaging with community partners to strategize access to justice solutions and improve service delivery in Boulder County.

Essential Duties:

- Provide expert, high-quality legal advice and representation to clients in housing, consumer, and public benefits cases.
- Deliver sound legal counsel and exceptional advocacy that aligns with program objectives and meets the standards set forth by CLS Casehandler Standards.
- Display patience, empathy, and sound judgment while providing clear and transparent communication to clients, managing their expectations effectively.
- Perform client and witness interviews, carry out thorough case investigations, and draft necessary legal documents and pleadings.
- Effectively negotiate and litigate on behalf of clients.
- Ensure comprehensive and current documentation of client case notes in case management system.
- Represent clients in court and before administrative agencies and collaborate with other CLS attorneys and paralegals, as needed.
- Provide support to law student interns/externs and demonstrate good mentorship to those students.
- Together with community partners and CLS staff, develop strategies for providing appropriate training for community service providers, the general public, and pro bono attorneys.
• Travel within Boulder and Broomfield Counties, as appropriate.

Required Qualifications:
• Valid license to practice law in the state of Colorado or ability to obtain a Colorado license as soon as practicable.
• Excellent written and verbal communication skills.
• Detail-oriented with strong critical thinking and analytical skills.
• Must demonstrate trauma-informed care practices within six months of start date.
• Passion and enthusiasm for access to justice and dedication to anti-poverty legal work.

Preferred Qualifications:
• Proficiency in languages other than English.
• Experience working with vulnerable client populations.
• Experience in public speaking and community outreach.

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.

How to Apply:
Please email a copy of your resume and cover letter to hiring@colegalserv.org. Please include “Boulder Community Grant Attorney – Boulder Office” in the subject line.

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.