

Legal Program Coordinator

Employer: DAIS (Domestic Abuse Intervention Services)

DAIS is seeking a Legal Program Coordinator to oversee the Legal Advocacy Program. The Legal Program Coordinator (LPC) position has three components: coordinating the legal program; legal systems advocacy; and providing direct services to victims of domestic violence. The coordination responsibilities include staff, intern and volunteer supervision and consultation; program data coordination; and program planning and monitoring in collaboration with the Legal Team and Director of Services. The legal systems advocacy work involves identifying systemic issues which create barriers for domestic violence victims in achieving safety, and problem solving with community partners to alleviate those barriers. It also involves serving as the DAIS representative to various committees and work groups and providing training to other professionals such as law enforcement and court personnel as needed. The LPC's direct service responsibilities include providing support, information, advocacy, and court accompaniment to victims of domestic abuse, including assistance with restraining orders, civil and criminal hearings, and legal referrals. The LPC is not a lawyer and does not give legal advice.

A successful candidate will have a four-year college or university degree. Experience in the field may be substituted for the academic degree. Bilingual candidates and individuals of color are encouraged to apply.

Benefits include access to purchase full medical and dental coverage, life and long-term disability insurance, and generous leave time.


To apply:

Please send the completed application (from our website: <http://abuseintervention.org/get-involved/jobs/>), resume and cover letter to Domestic Abuse Intervention Services, Attn: Kristin Burki, P.O. Box 1761, Madison, WI 53701 or fax to (608) 284-2134. Resumes only will NOT be accepted in lieu of a completed application.

A first review of applications will begin on **June 14th, 2013**. Applications will be accepted until the position is filled.

DAIS is an equal opportunity employer.

Download:

 [Legal Program Coordinator Job Description May 2013.pdf](#)

Deadline for applications: Application reviews will begin on Friday, June 14th, 2013.

Go live:

May 23, 2013

Contact: Sherry Severson (608) 251-1237 ext. 301

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