

**STATEWIDE LEGAL SERVICES OF CONNECTICUT
PRO BONO ATTORNEY MANAGER**

Statewide Legal Services of Connecticut (SLS) has an immediate opening for a Private Bar Involvement (Pro Bono) Project Manager. This position answers directly to the Executive Director and will work closely with the SLS Management Team to enhance SLS' presence in the private bar community. Our private bar-related activities play a vital role in our mission to provide high quality legal advice, advocacy, and referrals to low-income people with civil legal needs throughout the state of Connecticut.

This position will be charged with coordinating existing pro bono projects, recruiting and retaining volunteer attorneys and paralegals, and supervising the pro bono unit staff. The position will also be expected to foster outside collaborative relationships with other entities to enhance SLS' pro bono activities. The Pro Bono Attorney Manager is expected to seek out, secure, and manage new federal or private funding opportunities to support existing and new pro bono projects. To ensure compliance with grant conditions, this position will be required to complete periodic reporting to funders.

This position can be fun, creative, and full of networking opportunities while providing a strong background in civil legal aid service delivery systems.

The successful candidate should hold a JD degree and be licensed in the State of Connecticut at the time of hiring, or expected to become licensed within six months of becoming employed by SLS. Candidates should also possess these qualifications:

- Passion for social justice and equal access to the legal system for all;
- Former pro bono coordination experience preferred, but not required;
- Ability to initiate, execute, and manage multiple projects with minimal supervision;
- Creative and outgoing personality;
- Strong writing, verbal, analytical, and interpersonal skills, along with good judgment and humor;
- Experience with public speaking and presentations;
- Ability to work and participate in groups of diverse stakeholders, team members, and the public;
- Ability to train, mentor, and effectively supervise staff and volunteers;
- Some familiarity with writing and maintenance of government and private foundation grants is a plus;
- Familiarity with the use of social media as marketing and communication tools in a business context is a plus; and,
- Reliable transportation and ability to work flexible hours, including some evenings.

Salary: \$65,000 - \$75,000 DOE per annum, plus generous benefits package.
SLS is proud to be an Equal Opportunity Employer.

Please send letter of interest and resume to Janice Chiaretto at jchiaretto@slsct.org and Cindy Fernandez at cfernandez@slsct.org. Deadline March 1, 2019. No calls please.