



SeniorLAW Center

Protecting the Rights of Older Pennsylvanians

Position: Legal Advocate/Paralegal for Older Victims of Domestic Violence Available Immediately

Founded in 1978, SeniorLAW Center is a dynamic nonprofit public interest legal services organization whose mission is to improve the lives of Pennsylvanians 60 and older and to protect their rights through legal representation, education and advocacy. We are the only non-profit agency in Pennsylvania whose sole focus is providing legal assistance to elders and protecting their legal rights.

The Center focuses on the needs of elders, prioritizing those who are low-income, cultural/racial minorities, the disabled and those facing other vulnerabilities and challenges. We fight senior poverty, fraud and homelessness, provide protection from elder abuse and financial exploitation, enable grandparents to raise grandchildren, and improve access to justice. Our core values are excellence, respect, compassion, integrity, passion, creativity and optimism.

Position Description: Legal Advocate/Paralegal for Older Victims of Domestic Violence

Reporting to the Project Coordinator and the Legal Director, the Legal Advocate for Older Victims of Domestic Violence is responsible for assisting and advocating on behalf of older victims of intimate partner violence who are facing economic insecurity as a result of the abuse. The ideal candidate will have at least two (2) years of experience as a victim advocate, clinical social worker or paralegal trained in victim advocacy. The candidate should possess an interest in and ability to work with older people and sensitivity to older people of different backgrounds. The candidate must possess good interpersonal and organizational skills, ability to work as part of a team, ability to meet deadlines, and good advocacy and public speaking skills. Preference will be given to those demonstrating a passion for assisting victims and pursuing justice.

Responsibilities:

Legal Advocacy

- Under guidance and supervision of the Project Coordinator and the Legal Director, provide advocacy and referrals to SLC clients, with the primary focus on older victims of intimate partner domestic violence.
- Review Legal Health Checklist with victims at intake.
- Assess physical, emotional and emergency needs of clients and connect them to resources to address additional needs (i.e., food, clothing, shelter).
- Review and aid clients in securing safety remedies.
- Counsel clients regarding housing or emergency shelter.
- Prepare applications for emergency financial assistance.
- Prepare applications for public benefits.
- Identify appropriate support groups or mental health counseling agencies.
- When appropriate, apply for crime victim's compensation benefits.

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- Share information on resources, techniques, etc. with colleagues.
- Review cases with Project Coordinator.
- Provide support for telephone intake as assigned.
- Attend as SLC's representative various professional committees/coalitions as needed.

**Outreach/
Community
Relations**

- Visit senior, family and community centers and other outreach sites to present community education and professional training workshops as scheduled.
- Aid in development of legal outreach, community education and pro-se materials as needed.

**Administrative
Responsibilities**

- Maintain records.
- Provide support to other colleagues as needed.
- Participate in bi-weekly case review meetings.
- Participate in weekly meetings with Project Coordinator.
- Participate in staff meetings.

QUALIFICATIONS:

- At least two (2) years of experience as a victim advocate, clinical social worker or paralegal trained in victim advocacy.
- Excellent writing, organizational, interpersonal and presentation skills.
- Interest and ability to work with older people and persons of different backgrounds.

EDUCATION: B.A. or B.S.

PLEASE CONTACT DANA N. GOLDBERG, ESQ., PROJECT COORDINATOR, AT DGOLDBERG@SENIORLAWCENTER.ORG. NO PHONE CALLS PLEASE.

All applications should include cover letter, resume and at least three (3) professional references.

SeniorLAW Center is an Equal Opportunity Employer. Persons from diverse backgrounds and orientations are encouraged to apply.