



SeniorLAW Center

Protecting the Rights of Older Pennsylvanians

Latino Elder Victim Staff Attorney (Bilingual) (Philadelphia)

This attorney position will focus services on Spanish-speaking elder victims. Spanish fluency, both oral and written, is required. Experience in and relationships with the Latino community and cultural knowledge and competency is preferred.

Qualifications: Membership in Pennsylvania Bar. Relevant victim services experience in a legal services program or law office. Interest in and ability to work with older people, victims; sensitivity to older people of diverse backgrounds. **Fluency in Spanish, both oral and written.** Excellent advocacy and negotiation skills required, as well as good organizational and interpersonal skills. Ability to work under pressure, good writing and research skills.

Responsibilities: Perform professional duties in the direct representation of and advocacy for elder victims under the supervision of the Director, Victim Services.

Duties:

A. Client Representation

- a. Provide individual legal advice over the phone and in person. Gather any additional information to render legal opinion or to take case as an extended representation.
- b. Provide civil legal assistance, including filing and pursuing protection from abuse petitions and related litigation, revocation and replacement of powers of attorney, filing of and representing clients in any permissible court action to stop and redress financial exploitation, identity theft, fraud and other financial crimes, filing of and representing clients in other civil legal matters arising directly out of the victimization to ensure the economic security of the client, including ejectment actions, landlord tenant matters, reverse mortgage foreclosures, spousal support actions, kinship/custody matters, debt collection and consumer issues. Analyze all available civil remedies and options and discuss and pursue as client desires.
- c. Provide information about how any criminal proceedings may impact civil litigation. Where required, work with police and Assistant District Attorneys in pursuit of prosecution of matter.

- d. Assess holistic legal needs of clients and where necessary refer to appropriate legal resources to attend to those legal needs. Where other programs within SeniorLAW Center can address these legal needs, refer to the appropriate project within SeniorLAW Center.
 - e. Work with elder victim legal advocate to provide appropriate safety planning; including other legal tools necessary to ensure the safety of the victim.
 - f. Assist in preparing informational brochures for clients in native language.
 - g. Complete required paperwork/case management software records on all cases and referrals.
- B. Community Education
- a. Develop and present legal education workshops to senior citizens to prevent victimization, identify victims and promote self-identification and provide or refer them to needed services.
 - b. Plan, organize and carry out special outreach events.
 - c. Coordination with elder victim legal advocate and Director, Victim Services to update website, E-News and other communication tools.
- C. Additional Responsibilities
- a. Participate in weekly case review meetings and other staff meetings.
 - b. Represent SeniorLAW Center at victim coalition, Bar Association, public interest law and other task force and victim service organization meetings as needed.
 - c. Pursue and participate in special legal and organizational initiatives and projects as needed.

SeniorLAW Center is an equal opportunity employer and encourages diverse candidates to apply.