

EAST BAY CHILDREN'S LAW OFFICES
JOB ANNOUNCEMENT FOR EDUCATION ATTORNEY or
EDUCATION ADVOCATE

ORGANIZATION DESCRIPTION

East Bay Children's Law Offices, Inc. (EBCLO) provides court-appointed legal representation to children and youth who are the subject of abuse and neglect proceedings in Alameda County Juvenile Dependency Court and guardianship proceedings in Alameda County Probate Court. Formerly a division of the Alameda County Public Defender's Office, we became a stand-alone non-profit in 2009 establishing a holistic practice advocating for children both in and out of court. As a multi-disciplinary team of attorneys and social workers, we believe that children should be seen *and* heard.

Mission Statement:

Our mission is to protect and defend the rights of children and youth through effective, vigorous and compassionate legal advocacy. EBCLO strives to provide a voice for children in the juvenile dependency system and to promote positive outcomes for them.

JOB DESCRIPTION

EBCLO seeks a strong advocate to enforce the myriad of educational rights held by foster youth including special education advocacy and school discipline defense. We will consider both licensed attorneys and other advocates with extensive experience in education. This is a full-time position on a dynamic team committed to serving children and families in marginalized communities in a fast-paced client driven environment. The Education Attorney or Education Advocate will be responsible for identifying and advocating for EBCLO's child clients' educational needs at their Individualized Education Plan (IEP) and other special education meetings and other meetings related to promoting school stability and achievement. If a licensed attorney the advocate will represent youth in school disciplinary hearings and if not a licensed attorney, the advocate will collaborate with EBCLO attorneys who can provide legal representation of clients at school disciplinary hearings. The position requires regular client contact, travel to school sites and home placements and advocacy at school meetings.

The advocate will also participate in frequent trainings to develop a deeper understanding of relevant issues, as well as participate in EBCLO's internal meetings. The Education Attorney or Education Advocate may also be responsible for providing trainings to other EBCLO staff, and other community and government agency partners, as well as representing EBCLO in county and statewide policy making groups related to education issues.

Primary Duties:

- Identify and advocate for EBCLO's clients' educational needs at school-related meetings by requesting services from schools, tracking the schools' compliance with timelines, participating in Individual Education Plan meetings and supporting clients in accessing education support.
- Defend students in school disciplinary hearings or collaborate with and coordinate defense with attorney staff.

- Interview and clients identify education rights that may be implicated.
- Provide technical assistance to other EBCLO attorneys and social workers about education rights and participate in providing training to EBCLO staff and other court partners, including CASA volunteers.
- Support EBCLO's relationship with the UC Berkeley School of Law's student clinic programs.
- Participate in regular meetings with EBCLO staff and participate in general office duties, including computer data entry of case information and timekeeping.
- Perform other duties required by grant funders, including data collection and reporting.

Minimum Qualifications:

- CA licensed attorney; or unlicensed attorney with JD; or Masters degree related to education advocacy; or extensive experience advocating for children in public education without a masters or law degree.
- Strong written and verbal skills.
- Demonstrated interest and ability in working with children and youth, and with low- income diverse ethnic communities.
- Ability to work independently and be self-motivated.
- Ability to drive with valid driver's license, auto insurance, and access to an automobile as needed.
- Experience with education law, foster youth education rights, disability rights or other relevant experience or training.

Knowledge and Abilities:

- Communicate effectively with clients, caregivers, co-workers, school personnel.
- Maintain accurate records, logs and case files including daily time keeping
- Use good judgment and make appropriate decisions in a fast-paced environment.
- Exercise interpersonal sensitivity and flexibility.
- Support and maintain a collegial and cooperative office culture which promotes equity and the passionate representation of clients.
- Establish working relationships with clients of diverse racial, cultural, socio-economic and SOGIE and age backgrounds and inspire their confidence.

SALARY: Range for CA licensed attorneys is from \$75,000 to \$109,500; range for related Masters degree or JD candidates without CA licensure is \$62,500 to \$80,500; range for experience in public education advocacy without a related Masters degree or JD is \$50,000 to \$68,000. EBCLO also provides full health, dental, vision and acupuncture benefits for employees and pays 25% of dependent coverage as well as life insurance and a 403(b) retirement plan. EBCLO also provides an annual stipend for trainings and conferences. Our modern office space across the street from the Martin Luther King, Jr. Regional Shoreline is surrounded by windows, with high ceilings, and outdoor balcony access with a view of San Francisco. There is also a free gym and shower in the building open before and after work M-F.

APPLICATION DEADLINE: Review of candidates will begin immediately and continue until position is filled.

TO APPLY: Send cover letter, resume, and a list of three references to: jobs@ebclo.org Please specify “Education Attorney/Advocate” in subject line. The majority of EBCLCLO’s clients are youth of color impacted by or living in poverty. To best serve our clients, we are constantly striving for a work place which supports diversity, inclusion and equity and in which differences are acknowledged and valued. **In your cover letter, please explain how your perspective, background, culture and/or lived experience contributes to your ability to promote equitable practices in our advocacy for clients and within our organization.**

The East Bay Children’s Law Offices is an equal opportunity employer and an ADA accessible facility. The East Bay Children’s Law Offices values and promotes diversity. Applications encouraged regardless of race, gender, national origin, sexual orientation, age or disability.