

Position: Managing Attorney - Litigation
Salary: 90K-110K
Hours: Full Time-35 hours per week
Location: Santa Ana



Organization: Elder Law and Disability Rights Center

About Us: Elder Law and Disability Rights Center is a grass roots legal services non-profit based in Orange County, California. Through advocacy, education, and the provision of free and low-cost legal services, the ELDR Center strives to ensure dignity and justice for members of our communities who are elderly, living with disabilities, or experiencing homelessness. We offer a range of free and low-cost legal services, including conservatorship, end-of-life planning, disability justice, special education, and support for unhoused communities through civil rights litigation and shelter oversight. We seek a dedicated individual to join our team.

Job Summary: The Director of Litigation will lead and support the organization's strategic litigation efforts while maintaining an active caseload. This role is ideal for a seasoned attorney who thrives in a collaborative, hands-on environment. In addition to direct legal work, the Director will manage two direct reports, oversee pro bono case placements, and cultivate strong partnerships with law firms and volunteer attorneys. This position reports directly to the Executive Director and plays a key role in shaping legal strategy and advancing our mission..

Key Responsibilities:

Litigation & Legal Strategy

- Lead the organization's litigation efforts, including impact and individual representation.
- Maintain a caseload focused on priority areas such as disability rights, civil rights, and housing justice.
- Provide strategic direction and mentorship on complex legal issues.
- Collaborate with the Executive Director on organizational policy positions and litigation priorities.

Staff Supervision & Management

- Supervise and support two attorneys or legal advocates, including case reviews, professional development, and performance evaluations.
- Foster a collaborative and inclusive team culture that supports learning and growth.

Pro Bono Program Oversight

- Manage and grow the organization's pro bono program.
- Place cases with law firm partners and volunteer attorneys, ensuring appropriate support, supervision, and training.
- Develop materials and opportunities to engage pro bono partners meaningfully.

External Relationships & Community Engagement

- Cultivate relationships with partner organizations, law firms, and community stakeholders.
- Represent the organization in coalitions, task forces, and community forums.
- Support grant reporting and fundraising efforts related to litigation and pro bono activities.

Essential Job Skills, Experience and Qualifications:

- Active membership in good standing with the California Bar (or eligible to practice under CA rules for legal aid attorneys).
- At least 5 years of relevant legal experience, including litigation.
- Prior experience supervising attorneys or legal staff.
- Demonstrated commitment to social justice and serving low-income or marginalized communities.
- Strong communication, organizational, and relationship-building skills.
- Experience with impact litigation and/or civil rights cases.
- Ability to work independently and as part of a small, collaborative team.

Preferred Job Skills, Experience and Abilities:

- Prior experience supervising attorneys or legal staff.
- Familiarity with managing pro bono partnerships.
- Fluent in Spanish or Vietnamese.
- Experience with trauma-informed services and/or exhibited commitment to learn.
- Experience serving vulnerable communities including those with disabilities or without housing.

Benefits:

- Competitive health insurance, retirement, and paid time off.
- The office is closed on all court holidays.
- Opportunity to work in a grass roots mission-driven organization.
- Collaborative and supportive work environment.
- Dog friendly office.
- Flexible work from home policies.

Inclusive Hiring: ELDR is committed to diversity, inclusion, and equity in all hiring decisions. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

To Apply: Email resume and cover letter to careers@eldrcenter.org. Applications will be reviewed on a rolling basis. Only those applicants selected for interviews will be contacted. No phone calls please.

Re: Director of Litigation