

The Commons Law Center seeks a program director with relevant legal and program development experience to direct its Family Law program. The family law program's goal is to enable working-class Oregonians to afford family law help. Reducing the cost of services is essential. A commitment to The Commons' mission and willingness to experiment with new services and delivery approaches are required.

The Commons is piloting a new family law coaching model to help break the mold of expensive, time-intensive, and traumatic family law trials. Using a coaching model, an attorney meets with a client to educate them about their case, right size their expectations, and advise them how to best represent themselves. Clients don't "have a lawyer" in the traditional sense, but they have access to a lawyer, much like a person with health insurance has access to a doctor but not a personal doctor on-call.

The Program Director's roles and responsibilities include but are not limited to:

- Engage new clients, manage a caseload, and provide legal services to clients in Oregon;
- Train, supervise, manage, and provide quality control for new lawyer fellows and interns;
- Teach new lawyer and paralegal fellows to be excellent and competent service providers, respected by clients, opposing parties, courts, partners, and the communities they serve;
- Manage and report on program data and progress to partners and funders;
- Develop program infrastructure needed to scale service delivery, including document automation, memo templates, discovery guides, and new lawyer training materials;
- Oversee creation and delivery of culturally-specific education and outreach; and
- Leverage the organization's tech stack to optimize workflow and communications.

Preferred qualities:

- Cultural competence; Spanish language skills valued
- Engage and be able to propel with mission of The Commons as a social enterprise
- Flexible and responsive to team and firm's needs
- Great leader and team player
- Excellent communicator
- Ability to work remotely
- Detail-oriented

Job Posting
Family Law Program Director

- Resourceful and analytical
- Excellent time management and organizational skills

Requirements: Oregon resident with an Oregon State Bar license in good standing and 5-10+ years experience.

Reports to: Executive Director

Salary & Benefits: \$65-75K depending on experience, healthcare for full-time staff, generous vacation time and paid holidays, and a flexible, largely remote work schedule.

To Apply: Submit a cover letter, resume, and three references with the subject line "Program Director, Family Law" in a single PDF to kristina@thecommonslawcenter.org.

Deadline: July 7, 2023