



LSPC STAFF ATTORNEY

Legal Services for Prisoners with Children (LSPC) seeks applications for a Staff Attorney position in Oakland, CA office. The position is full-time, regular and exempt. We will be hiring as soon as we have identified the right candidate.

LSPC is a legal services support center who advocates for the human rights and empowerment of incarcerated parents, children, family members, and people at risk for incarceration. We respond to requests for information and provide trainings and technical assistance, and engage in litigation, community activism, legislative advocacy, and the development of more advocates. We prepare educational materials focused on the rights and needs of incarcerated parents, and we emphasize that issues of race are central to any discussion of incarceration.

The staff attorney will work with the entire LSPC staff to determine legal direction for the organization. LSPC provides technical assistance to legal services providers and other advocates on a wide range of topics including family law, prisoners' rights, and domestic violence. While we do not provide direct legal services, we have a great deal of direct contact with people in prison, family members, and members of communities that are deeply impacted by the prison industry.

Job Responsibilities:

The staff attorney will work with our legal team to:

- Confirm compliance with State Bar funding requirements and lead reporting process with co-director
- Follow California Department of Corrections and Rehabilitation (CDCR) regulation changes and respond to proposed changes
- Respond to requests for technical assistance from legal services agencies around the state, as well as develop and provide trainings for legal aid providers
- Coordinate response to requests for legal information from all incarcerated people who write to LSPC
- Conduct Family Law workshops/seminars for the women at FCI Dublin, women at Central California Women's Facility, Valley State Prison for Women, California Institution for Women and/or at the men's prisons in California as requested in conjunction with attorneys/staff from qualified legal services projects in the Bay Area
- Provide legal information/referrals to incarcerated people, family members, and the general public who contact LSPC by telephone and/or e-mail
- Monitor relevant legal developments and inform staff as appropriate
- Update and keep current all manuals published by LSPC including, but not limited to, *Incarcerated Parents Manual*; *Suing a Local Public Entity*; *Manual for Grandparent-Relative Caregivers and their Advocates*; *Divorce Issues*; *Transportation to Court*; *A Manual on SSI/SSDI for Prisoners and their Advocates*; *Fighting for Our*

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Rights: A Toolbox for Family Advocates of California Prisoners; and, Pregnant Women in California Prison and Jails: A Guide for Prisoners and Legal Advocates

- Act as the “point person” on any individual lawsuits in which LSPC may be involved; assist in the investigation of clients’ claims, interview clients, and facilitate communications between co-counselors, clients, and the public
- Network with and write *amicus curiae* briefs for attorneys and organizations that request them
- Train and supervise the legal interns
- Work in conjunction with other staff members to determine legal needs and strategies of the entire organization
- Participate in legislative/ public policy advocacy coalitions seeking changes in state and local laws and policies that affect currently and formerly incarcerated people and their family members

Minimum Qualifications:

- Two years of relevant legal experience
- Membership in the California Bar
- Working knowledge of California and federal family and prisoner law
- Demonstrated commitment to racial justice
- Excellent legal writing skills
- Ability to work independently and under deadline pressure
- Ability to think conceptually, strategically and tactically
- Ability to work both independently with minimal daily supervision and as a team player
- Interest in prisoner law, restoration of civil rights, parole and legislation

Salary Range:

Depending on Experience

Great benefits including health, dental, vision, acupuncture, chiropractor insurance, and 5- weeks’ vacation

LSPC is an Equal Opportunity Employer. All individuals regardless of race, religion, sex, disability, age, marital status, veterans’ or other protected status, national origin, sexual orientation, or incarceration history are encouraged to seek employment with LSPC; and every effort will be made to ensure that these are not discriminated against during their employment period.

To apply, please submit a cover letter, resume, legal writing sample, and references to:

Hamdiya Cooks-Abdullah (hamdiya@prisonerswithchildren.org)

LSPC

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NO PHONE CALLS PLEASE!