



THE ALLIANCE FOR CHILDREN'S RIGHTS

Our Mission and Services

The Alliance for Children's Rights is a non-profit, free legal services organization devoted to protecting the rights of abused and impoverished children in Los Angeles County. Since its founding in 1992, The Alliance has helped more than 100,000 children living in foster care, children who need medical treatment or public benefits, children with learning disabilities, and children in need of legal guardianship or adoption.

The Pro Bono Manager will work under the general supervision of the CEO and Legal Director and will generally be the liaison between ACR staff and volunteer attorneys, law students and other volunteers.

Responsibilities include:

- Interface with local and national law firms and law school externship and career planning offices to engage pro bono and student services
- Place cases with pro bono attorneys and maintain volunteer hours data bases
- Recruit for and oversee all internships programs, including the Alliance's summer program
- Assist in preparation of volunteer training materials and with substantive legal trainings
- Maintain compliance with State Bar requirements for MCLE providers.
- Assist with pro bono recognition efforts.
- Work with staff to create signature pro bono projects.
- Work with non-legal departments (Development and Communication) to secure volunteer efforts within those departments.
- Assist in the preparation of reports to funders
- Represent the Alliance on various community boards and participate in a variety of legal and business community cultivation activities
- Work with The Alliance's Communications Officer to execute a communications strategy related to volunteer efforts.
- Work with The Alliance's Development Department to cultivate relationships between law firms, other potential donors, and The Alliance.

Qualifications

- JD required.
- Strong external relations skills
- Demonstrated management experience strongly preferred.
- Superb organizational and interpersonal skills.
- Demonstrated leadership ability and experience communicating effectively with attorneys, child welfare agencies, the judiciary and the public; and the ability to multitask in a fast paced environment.
- Familiar with database applications

Salary is commensurate with experience. Benefits include generous health, dental, and life insurance plans, as well as vacation and sick leave policies.

Send resume and cover letter to: k.brubaker@kids-alliance.org or fax: 213/368-6016

The Alliance for Children's Rights is an equal opportunity employer and encourages applications from people of color, women, older persons and people with disabilities. For more information on The Alliance for Children's Rights, see www.kids-alliance.org