



LSPC STAFF ATTORNEY

Legal Services for Prisoners with Children (LSPC) seeks applications for a Staff Attorney position in its Oakland, California 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, trainings, technical assistance, litigation, community activism, and the development of more advocates. Our focus is on women prisoners and their families, 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 requirements and lead reporting process with co-director
- Follow California Department of Corrections and Rehabilitation (CDCR) regulation changes and respond to proposed changes
- Read and review legal journals for staff dissemination of relevant articles
- Respond to requests for technical assistance from legal services agencies around the state
- Coordinate response to requests for legal information from all prisoners 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 on child custody, visitation, child support, and other family law issues to prisoners in San Francisco County Jail
 - Provide legal information/referrals to prisoners, family members, and the general public who contact LSPC by telephone and/or e-mail
 - 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*

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to Court; A Manual on SSI/SSDI for Prisoners and their Advocates; Fighting for Our 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

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

