



**Position:** Staff Attorney, Litigation

**Position Location:** Philadelphia

**Reports to:** Legal Director and Managing Attorney

**Position Purpose and Objectives:** To assist in carrying out the functions of the Legal Team

If you want to utilize your law degree to do meaningful and enriching work, Disability Rights Pennsylvania (DRP) has the career you're looking for. DRP is a private, nonprofit organization headquartered in Harrisburg Pennsylvania with offices in Philadelphia and Pittsburgh. For the past 40 years we have worked to protect people with disabilities from abuse and neglect by providing legal assistance and support in advocacy to those whose rights have been threatened or violated. Our services are available across the state of Pennsylvania and at no cost to the individuals with disabilities requesting them.

We are currently looking for a Staff Attorney with litigation experience to work out of our Philadelphia office. This position requires work with individual cases, systemic litigation, as well as other advocacy strategies. A DRP Staff Attorney assists in implementing the legal initiatives of the organization—including individual and class action litigation, drafting demand letters, advising clientele and colleagues, developing litigation, investigating, conducting training, participating in policy development and client intake.

The Staff Attorney will be working closely with legal matters affecting both disabled children and adults, preventing abuse, neglect, discrimination, unnecessary institutionalization while providing them with legal and advocacy assistance to seek access to needed physical and behavioral health services, special education, and other enriching community-based services.

Applicants should have four or more years of litigation experience, including substantial experience in federal court, and possess excellent communication skills, judgment, and litigation acumen. Applicants should be able to work independently and collaboratively as part of a team in a collegial environment to move projects forward. Experience specific to the rights of individuals with disabilities is preferred but not required. Applicants should be licensed to practice law in Pennsylvania. Minority candidates and persons with disabilities are encouraged to apply.

**Compensation:**

DRP offers a competitive salary and benefits package based on experience and education, and is competitive with other public interest law firms. Employment benefits include generous leave, health, dental, life insurance, and a 401(k) retirement plan.

**Physical/Mental Requirements:**

1. Uses computer approximately to 6-8 hours per day.
2. Travel to all areas of the Commonwealth, including some overnight travel required. Infrequent travel outside the Commonwealth may be required.
3. Sits approximately 2-8 hours per day.
4. Spends approximately 2-4 hours per day in meetings.
5. Requires working under a moderate degree of stress (time constraints, deadlines, multi-tasking, adherence to grant requirements, complex issues, conflict resolution, etc.).

**Essential Functions:**

1. Manages his or her own litigation and client caseload.
2. Files litigation and pursues legal work.
3. Thinks strategically and develops litigation opportunities.
4. Conducts legal research.
5. Participates in client intake.
6. Prepares reports.
7. Conducts trainings and participates in outreach.

**Disclaimer:**

This position description serves as a general summary and overview of the major duties and responsibilities of the job. It is not intended to represent the entirety of the job nor is it intended to be all-inclusive. Management reserves the right to modify or rescind this position description at any time, with or without prior notice. To perform this job successfully, the employee must possess the abilities or aptitudes to perform each duty proficiently.

Continued employment remains on an “at-will” basis.

**Mail cover letter with resume and writing sample to:**

**Disability Rights Pennsylvania**

**Attn: Human Resources Director**

**301 Chestnut Street**

**Suite 300**

**Harrisburg, PA 17101**

**Or via email to [smoore@disabilityrightspa.org](mailto:smoore@disabilityrightspa.org) . Please include “Litigation Attorney Position” in the subject line.**