



NEVADA'S PROTECTION & ADVOCACY SYSTEM FOR INDIVIDUALS WITH DISABILITIES

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**Job Title:** Rights Attorney      **Reports To:** Supervising Rights Attorney  
**FLSA Status:** Exempt      **Date:** March 2024

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## RIGHTS ATTORNEY – Las Vegas

### ESSENTIAL FUNCTIONS:

- Ability to practice law in the State of Nevada
- Ability to travel periodically
- Ability to work occasional weekends and/or long hours
- Ability to communicate effectively; both orally and in writing, with or without reasonable accommodation(s) with other agency staff, Governing Board and Advisory Council members and the general public
- Ability to conduct research and analysis on pertinent legal authority

### RESPONSIBILITIES:

- Develop, monitor and ensure compliance with policies/procedures related to client services and case handling
- Participate actively in weekly case review and grant specific meetings
- Maintain, organize and update client files with updated client and project notes
- Provide direction and guidance to agency's Rights Advocates on legal questions/issues
- Respond to requests from government agencies, other P&As, attorneys, organizations and the public
- Provide direct client representation in negotiations, mediations, judicial and administrative proceedings
- Represent the agency on boards, Commissions and Committees
- As assigned – Supervision of Rights Advocates and/or project management of a grant award program
- Perform other duties as assigned by the Supervising Rights Attorney or the Executive Director

### MINIMUM QUALIFICATIONS or REQUIREMENTS:

- Doctor of Jurisprudence/Juris Doctor degree
- License to practice law in the State of Nevada
- Successfully complete state/federal background check(s) and any additional security level requirements required under our individual grantor programs
- Demonstrated ability to work collaboratively with community groups
- Experience in representing individuals in civil rights related or public interest practice
- Familiarity with disability related issues and experience working with individuals with disabilities
- Ability to organize and prioritize complex tasks
- Ability to analyze complex problems and develop creative solutions
- Demonstrated commitment to the civil rights of all people
- Ability to work independently as well as a member of a team
- Demonstrated ability to work with and/or have sensitivity to people with disabilities

### PREFERRED (but not required) QUALIFICATIONS:

- One (1) years' experience as an attorney in the practice of public interest law. Judicial clerkships or externships may be counted as up to one (1) year of legal experience
- Knowledge of laws, rights and services as they pertain to individuals with disabilities, and/or direct representation
- Experience in client representation, particularly in public interest and civil rights laws
- Knowledge of licensing or other agencies or resources which specifically address abuse, neglect, criminal victimization, or quality of care issues affecting people with disabilities
- Experience in organization/conducting fact intensive abuse/neglect investigations, evaluating evidence for compliance with legal, regulatory, and policy standards, and implementing recommendations directed at systemic reform

# NEVADA DISABILITY ADVOCACY & LAW CENTER

## **Additional Information:**

The Nevada Disability Advocacy and Law Center (NDALC), a Nevada non-profit corporation and the state's Protection and Advocacy (P&A) agency designated to receive federal funds to protect and advocate for the legal rights of eligible people with disabilities.

NDALC's mission is to protect and advocate for the human and legal rights, interests, and welfare of Nevadans with disabilities; promote, support, and assist Nevadans with disabilities in understanding and controlling those systems and processes which directly affect their lives; and foster the development, availability, and accessibility of services which increase the opportunities available to Nevadans with disabilities to live their lives as fully, independently, and productively as possible. NDALC has served as Nevada's designated P&A agency since March 1995 and is a member of the National Disability Rights Network (NDRN).

The agency is currently restructuring under new management.

*This job description is intended to describe the general nature and level of work being performed by a person assigned to this job function. It should NOT be construed as an exhaustive list of all job duties that may be necessary to be performed by a person so classified.*

*NDALC is an Equal Opportunity/Affirmative Action employer, and all qualified applicants will receive consideration for employment without regard to race, color, sex, sexual orientation, gender identity, religion, national origin, age (40 and over), military status or unfavorable discharge from military service, disability, genetic information, or any other basis by applicable federal, state, or local laws.*

*NDALC serves under Federally funded grant programs and is a drug free workplace.*

*NDALC offers an extensive employee benefit program and competitive wages.*

## **Please forward:**

- Cover Letter
- Resume
- Submit to [Admin@NDALC.org](mailto:Admin@NDALC.org)