JOB ANNOUNCEMENT:
Domestic Violence Case Manager – American Rescue Plan (ARP)

Join Neighborhood Legal Services of Los Angeles County (NLSLA) and become part of an energetic team of advocates that provides a wide-range of legal services aimed to address issues that disproportionately impact low income communities. These services include high impact litigation, direct services, public policy advocacy, providing training and technical assistance, community education, and supportive services.

NLSLA is seeking a Case Manager to provide supportive services to survivors of domestic violence. The candidate must have demonstrated passion and commitment and prior experience serving low-income individuals and client groups, with a sensitivity to those who have experienced domestic violence. The ideal candidate must possess strong organizational skills; be able to effectively work independently and have the ability to communicate verbally and in writing. The case manager will also collaborate with attorneys and advocates to support the client to understand and navigate the legal system.

Position: Case Manager
Temporary Position

Availability: Availability is Immediate.

Salary: Salary range $43,000 - $47,000, commensurate with experience. Excellent Benefits which include: choice of medical, dental, vision; life and disability insurance plans; 125 plan; 403(b), bilingual pay supplement, sick and vacation pay, and 14 employer-paid holidays.

Duties and Responsibilities:
• Responsible for intakes and comprehensive assessments of new referrals to identify client needs and barriers created by domestic violence and impacted by COVID-19.
• Create Service Plans in collaboration with clients to develop goals and timelines.
• Provide direct services to clients which include case management, individual counseling, support groups, court accompaniments and other linkage to outside providers.
• Provide client advocacy services that include coordination of services on behalf of the clients with social service and government agencies, court accompaniments, assistance obtaining police reports, DCFS support and other needed advocacy to address barriers created by domestic violence.
• Case management: provide direct referrals to resources and assist clients with the application process of these to successfully link to outside agencies that will support client goals.
• Document information on each client, maintain written records, create, and provide reports and letters as requested.
- Regular travel to other NLSLA branch offices, courts, government agencies, and community-based organizations in designated districts. Some travel is required through program offices.

**Qualifications:**
Candidate must have at least one-year prior experience as a case manager or similar role. Bilingual in Spanish preferred. Bachelor’s degree in social work or related field preferred or equivalent experience. Domestic Violence 40-hour certificate required.

COVID-19 vaccination is required, which is a condition of employment. Reasonable accommodations will be considered.

**About NLSLA:**
Founded in 1965 as part of our nation’s War on Poverty, Neighborhood Legal Services of Los Angeles County (NLSLA) is now one of the largest and most prominent public interest law firms in California. NLSLA provides free assistance to more than 115,000 low-income residents of Los Angeles County each year. The NLSLA staff of 190, including 80 attorneys, specialize in areas of the law that disproportionately impact low-income people, including affordable housing and eviction defense, access to public benefits, support for domestic violence victims, access to healthcare, worker and consumer rights, services for justice-involved adults and youth, education rights, clean slate initiatives, and employment and training.

Through a combination of individual representation, high impact litigation, and public policy advocacy, NLSLA’s advocacy combats the immediate and long-parting effects of poverty and expands access to health, opportunity and justice. NLSLA serves all of Los Angeles County with a special emphasis on the poverty communities of the San Fernando, San Gabriel, Pomona and Antelope Valleys, as well as the central county cities of Glendale, Burbank and Pasadena. In addition, NLSLA advocates are co-located in courthouses in Van Nuys, Lancaster, Chatsworth, Pomona, Pasadena, and Downtown LA; Hospitals and health centers in Sylmar, Van Nuys, North Hollywood and El Monte; and with social services providers in the Antelope Valley.

**To apply:** Please [click here to apply](#). Please provide a cover letter, resume, and writing sample on the application.

**NLSLA is committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions at NLSLA are based on organizational needs, job requirements and individual qualifications, without regard to age, race, color, religion or belief, sex, sexual orientation, gender identity, national origin, veteran, disability status, family or parental status, or any other status protected by federal and CA state laws. NLSLA will not tolerate discrimination or harassment based on any of these characteristics. NLSLA provides equal benefits to employees with spouses and its employees with domestic partners.**