

**POSITION ANNOUNCEMENT
SUPERVISING ATTORNEY, COMMUNITY & INSTITUTIONS**

Job Type: Permanent

Full Time Equivalent: 1.0 (40 Hours/week)

Reports to: Protection and Advocacy Managing Attorney

Rate: \$60,000-\$68,000 (annually) DOE

Location: Madison or Milwaukee preferred; will consider locations anywhere in Wisconsin. Hybrid remote work (partial at-home and in-office) or fully remote work arrangements are possible, depending on proximity to a DRW office.

Application Instructions: Submit resume and cover letter detailing your qualifications and experience as they relate to the minimum and preferred qualifications.

For priority consideration apply online at www.disabilityrightswi.org/careers.

Application Deadline: September 19, 2022. Position will remain open until filled

Alternate formats of this Position Announcement are available upon request. Materials may be submitted in alternate formats if necessary.

What is DRW?

Disability Rights Wisconsin is the state's Protection and Advocacy (P&A) system, charged with protecting the rights of individuals with disabilities and keeping them free from abuse and neglect. Employing a variety of means, our advocates and attorneys use individual casework and systems advocacy to achieve positive changes in the lives of people with disabilities and their families. We are seeking employees who value this work. In turn we treat our employees well, offering a supportive environment, talented colleagues, excellent benefits, and generous leave.

DRW arose out of a disability civil rights movement demanding that the abuse of people with disabilities end and that people with disabilities be included in life, school, workplaces, and communities. Our core values include Diversity, Dignity, Independence, Accessibility, Inclusion, Human Rights, and Liberation.

A diversity-based approach to disability rights recognizes the intersectional nature of oppression experienced by people with disabilities from underprivileged and underserved communities. We strive to create a welcoming and inclusive environment at DRW. We work to specifically address disability-related injustices at the intersections of disability and race, disability and gender, disability and gender-based violence, and more.

Job Summary

The Supervising Attorney for Communities & Institutions (C&I) will provide team leadership and coordination for individual and systemic C&I work, to include grant reporting, supervision, and advocacy quality assurance; will engage in individual and systemic legal advocacy; and provide outreach and training on issues related to client rights, preventing/reducing abuse & neglect against people with disabilities, access to and quality of community services provided in the least restrictive environment, and conditions of confinement in various civil and criminal justice institutional settings throughout Wisconsin.

The C&I Supervising Attorney will engage in individual and systemic legal advocacy on behalf of people with disabilities in institutional (including nursing homes, mental health institutions, and jails and prisons) and community-based settings in a variety of both legal and non-legal forums. The supervising attorney is also responsible for providing team leadership, direct supervision of the C&I staff attorney and advocacy specialists and maintaining relevant content area expertise.

Key Responsibilities

1. Individual Case Legal Practice 40%

- Provide timely, effective legal assistance and representation on behalf of people with disabilities, including:
 - Intervening with service providers, treatment and rehabilitation teams, county or state government officials and others.
 - Assist individuals in preparing and filing complaints, grievances and appeals.
 - Represent individuals in legal proceedings, including litigation
 - Provide timely information, referrals, and self-advocacy assistance to assigned clients.
- Accurately complete intake forms and keep organized and up to date case files.
- Provide attorney backup and consultation on cases handled by Staff Attorneys, Advocacy Specialists, and law clerks.
- Engage in negotiation, mediation, administrative hearings, and occasional litigation with possibility for impact litigation both individually and with other attorneys.

2. Supervision and Management 40%

- Provide supervision to DRW's Investigations Unit, C&I team attorneys, advocacy specialists, interns, and others.
- Provide leadership to C&I team on identifying new issues and annual planning in participation with others.

- Coordinate P&A grants as assigned to C&I Team, including completing annual application and reporting forms and oversight of grant budget.
- Provide consultation on cases, including advice, guidance, and support.
- Review written work product, perform case file reviews, and annual performance reviews.
- Monitor time sheets, approve leave requests and review and approve reimbursement requests.

3. Systems Advocacy 10%

- Lead C&I Team in DRW systems change and public policy initiatives that impact individuals with disabilities.
- Represent DRW on coalitions, and committees, that address advocacy issues, and/or the rights of people with disabilities in institutional and community settings.
- DRW's primary content area expert in client rights, and Medicaid law and practice.

4. Outreach and training 10%

- Participate in outreach strategies, including efforts focused on specific culturally diverse and disability groups.
- Respond to individual training and media requests regarding significant issues for people with disabilities including Medicaid, corrections, or client rights; develop educational and training materials including social media.

Qualifications

Required:

- Law degree and member of (or eligible for admission to) Wisconsin Bar within 6 months after being hired.
- Three years' legal experience handling matters related to disability law.
- Demonstrated commitment to social justice and/or disability rights.
- Experience handling individual client legal cases, including keeping organized and up to date case files
- Experience supervising others.
- Good oral and written communication skills and experience working independently and as part of a team
- Familiarity with state and federal laws related to people with disabilities including Medicaid, ADA, Rehab Act, Protective Services, Mental Health Commitment, Client/Patient Rights, Section 1983 and Guardianship.

- Experience with federal or state courts and administrative hearings.
- Direct contact with persons from culturally diverse backgrounds.
- Some Statewide travel required.

Preferred:

- Familiarity with services system including Medicaid waiver and community-based mental health programs, residential facilities for people with disabilities, state-operated facilities, and corrections.
- Experience/direct contact with people with disabilities.
- Experience providing legal backup or advice.
- Experience as lead counsel in state or federal trial practice.
- Experience in non-litigative approaches to systems change (e.g., legislative advocacy, grassroots organizing, and policy analysis).
- Experience providing training or public speaking to a variety of groups.

Benefits

Disability Rights Wisconsin places a high value on the well-being of our staff. We offer the following benefits for permanent employees working at least 20 hours per week: health, vision, dental, and life insurance; short- and long-term disability; 401(k) retirement savings plan with employer contribution, and flex spending plan. Paid time off includes generous holiday, vacation, personal and medical leave, as well as time for volunteering and voting.

A COVID-19 vaccine mandate is in place for all employees. A copy of the policy can be requested by emailing hr@drwi.org

EEO/AA | We're an equal opportunity employer. All applicants will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran, or disability status.