



Position Announcement

Staff Attorney, Victim Advocacy Program

Position Information

Full Time Equivalent: Full-time (40 Hours/week)

Reports to: Supervising Attorney

Rate: \$60,000 - \$76,000 (annually), Depending on Experience.

This position is fully funded by a time-limited grant that will end on September 30, 2027. Disability Rights Wisconsin will attempt to find an alternate funding source after that date, but may not be able to secure further funding for the position after that date.

Location: Anywhere in Wisconsin. If the employee lives within 45 miles of a Disability Rights Wisconsin office, they may work fully in-office or in a hybrid arrangement. Residency outside the 45-mile range qualifies for complete remote work. Must be a Wisconsin resident.

Job Hours: Monday through Friday, 8:30 am – 5:00 pm

- 1-800-928-877 Toll Free | 1-833-635-1968 Fax
- info@drwi.org
- disabilityrightswi.org

How to Apply

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 our Careers page:

www.disabilityrightswi.org/careers

Application Deadline: February 13, 2026. Position will remain open until filled.

Note: You can request alternate formats of this position announcement. You may submit your application materials in alternate formats if needed.

About Disability Rights Wisconsin

Disability Rights Wisconsin is Wisconsin's Protection and Advocacy system. The agency is 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.

Disability Rights Wisconsin 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.

Our programs include:

- Protection & Advocacy for people with disabilities (addressing abuse/neglect, discrimination, access to services, education rights, institutional monitoring, and systemic reform).
- Disability Benefits Specialist (helping people access Social Security, Medicaid, Medicare, and private insurance).
- Family Care & IRIS Ombudsman (supporting people to remain in community-based settings).
- Victim Advocacy (advocacy and representation for crime victims with disabilities).

About This Position

The Victim Advocacy Program of Disability Rights Wisconsin works to ensure that survivors with disabilities receive the advocacy, legal representation, services, and support they desire to move forward, find justice, and obtain safety and stability in whatever form the survivor needs. A main goal of VAP is to promote self-determination for survivors with disabilities.

The Staff Attorney for the Victim Advocacy Program will: provide direct, comprehensive representation to victim/survivors of crime with disabilities in relevant areas, including family law, guardianship, restraining orders, and victims' rights; provide advice and counsel to clients, guardians, and family members; and participate in litigation, systems change initiatives, and outreach and training opportunities.

Key Responsibilities

1. Legal: 80%

- Provide effective legal representation to survivors with disabilities in hearings, administrative appeals, and court proceedings on relevant issues such as Injunctions, family law, and victims' rights issues.
- Provide information and referral on cases that are not eligible for direct representation.
- Adhere to good legal practice.
- Demonstrate ability to assess specific issues, identify relevant facts, conduct research, and provide advice to Advocacy Specialists regarding development of VAP cases.
- Develop content area expertise in disability and victimization.

2. VAP Program Responsibilities: 10%

- Prepare in a timely fashion all reports associated with VAP and DRW.
- Follow DRW policies, including but not limited to client communications, maintenance and retention records, and opening and closing cases.
- Participate in meetings, committees, work groups, hiring, and more in furtherance of DRW or VAP program goals.
- Develop and maintain resource files on topics including legal rights of individuals, grievance procedures, and other advocacy resources and disability related organizations.
- Other duties may be necessary to achieve the objectives of the VAP.

3. Outreach: 10%

- Participate in outreach strategies and events.

Qualifications

Minimum Required:

- 0-10 years of experience in the practice of law. Law degree and licensed to practice law in Wisconsin, or the ability to become licensed within six months;
- Experience/direct contact with victims/survivors of crime;
- Excellent listening, verbal, and written communication skills;
- Basic computer skills, including email, word processing, and use of the internet;
- Ability to travel statewide

Preferred:

- Experience in providing advocacy and/or support to survivors of crime and/or people with disabilities or mental illness;
- Fluency or strong proficiency in American Sign Language, Hmong, or Spanish;
- Knowledge and skill in areas of law directly relevant to this project (victims' rights, family law, guardianship) and people with disabilities or mental illness.

Work Environment and Physical Demands

- **Remaining in a stationary position, often standing or sitting for prolonged periods:** 27 to 40 or more hours
- **Moving about to accomplish tasks or moving from one worksite to another:** 13 hours or less

- **Repetitive motions that may include the wrists, hands, and fingers:**
27 to 40 or more hours
- **Operating motor vehicles:** 13 hours or less a month
- **Communicating internally and externally, both verbally and in writing.**
Must be able to exchange accurate information: 27 to 40 or more hours
- **Sedentary work that primarily involves sitting and standing:** 27 to 40 or more hours

Travel

Day travel will be less than 1 to 2 days a month.

Benefits

Disability Rights Wisconsin places an unparalleled value on the well-being of our staff. The following benefits are offered for permanent employees who work 20 or more hours per week:

- Generous employer contribution for individual and family health insurance, plus a Health Reimbursement Account for uncovered health care costs.
- Employer-provided Short-Term and Long-Term Disability Insurance
- 401(k) Retirement Plan with Employer Contribution
- Flex Spending Account
- Access to affordable, quality:
 - Dental, Vision Coverage
 - Additional Life Insurance for the employee, spouse, and children
 - Critical Illness Insurance

- Identity Theft
- Pet Insurance
- **Public Student Loan Forgiveness:**

Employment at our organization may qualify you for federal student loan forgiveness programs. We do not directly pay for, nor forgive, federal student loans. However, our status as a not-for-profit organization under Section 501(c)(3) makes us an eligible employer. There may be additional factors that determine eligibility.

For more information, read the Federal Student Aid's Public Service Loan Forgiveness (PSLF) page:

studentaid.gov/manage-loans/forgiveness-cancellation/public-service

Generous paid time off policies include:

- 10 Fixed and 4 Floating Holidays
- Leave time for:
 - Medical and Caretaking
 - Vacation
 - Personal
- Bereavement Leave

Additional benefits include the Employee Assistance Program (EAP).

Equal Employment Opportunity Act (EEO) and Affirmative Action (AA)

We are 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 status, or disability status, following Title VII of the Civil Rights Act of 1964 and the Americans with Disabilities Act (ADA) and the Uniformed Services Employment and Reemployment Rights Act (USERRA). Our organization is committed to building a culturally diverse and inclusive environment.

Date of Job Description: January 2026