



**Disability
Rights**
WISCONSIN

Position Announcement

Managing Attorney, Advocacy and Investigations

Position Information

Full-time Equivalent: 1 FTE (40 Hours per week)

Reports to: Director of Legal and Advocacy Services

Rate: \$94,160 to \$108,070 annually

Location: Disability Rights Wisconsin has offices in Milwaukee and Madison. This position can be assigned to either of these office locations, depending on the applicant's residence. Hybrid options are available.

Applicant must be a Wisconsin resident.

Job Hours: The majority of hours should be completed during core office hours, weekdays from 8 a.m. to 5 p.m. Some evening and weekend hours are required.

How to Apply

Application Instructions: Submit a **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

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

Serving the state of Wisconsin with offices in Madison and Milwaukee

Application Deadline: *Preferred consideration will be given to applicants who apply by August 3rd.* 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. Please contact hr@drwi.org for alternate formats.

About Disability Rights Wisconsin

Disability Rights Wisconsin is the state's Protection and Advocacy system, working to uphold disability rights and ensure freedom from abuse and neglect. Through legal advocacy, individual representation, and systems change, our advocates and attorneys advance dignity, access, and justice across Wisconsin.

We were founded through the disability civil rights movement demanding an end to abuse and self-determination. That legacy continues to drive our work today. We are guided by core values of equal access, dignity, independence, accessibility, community integration, rights and safety, and self-determination.

We are working toward a Wisconsin that is accessible and just. We seek team members who are motivated by that mission and ready to make a meaningful impact. In return, we offer a collaborative, mission-driven workplace, supportive colleagues, excellent benefits, and generous leave to support your well-being and success.

Our programs include:

- Protection & Advocacy for people with disabilities (addressing abuse/neglect, discrimination, access to services, education rights, institutional monitoring, and systemic reform).

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- 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 Managing Attorney for Advocacy and Investigations provides oversight and direction to teams engaged in advocacy, investigations, and monitoring, ensuring their work aligns with DRW's mission, priorities, and funding requirements. Through strong supervision, coaching, and professional development, this leader builds a high-performing team equipped to deliver ethical, impactful advocacy. The role also maintains a focused caseload of strategic or high-impact matters and contributes directly to legal and systems advocacy efforts.

Working collaboratively across the organization, this leader helps shape agency-wide advocacy strategies, identify emerging issues, and strengthen DRW's impact on disability rights. The position also ensures compliance with grant requirements, supports reporting and budgeting, and maintains strong relationships with funders and key stakeholders.

This is an opportunity for an experienced attorney and leader to influence both individual outcomes and systemic change—advancing equity, access, and justice while supporting a dedicated team committed to DRW's mission and values.

Key Responsibilities

1. Team Oversight (40%)

- Partner with short-term advocacy, investigations, and monitoring teams to define and implement activities aligned with DRW's mission and priorities.
- Identify emerging issues and develop strategies that maximize impact and advance systemic change.
- Allocate staff time and funding to ensure all work:
 - aligns with DRW's mission; and
 - uses resources efficiently to achieve priority outcomes.
- Build and maintain effective working relationships with team members by:
 - providing individualized supervision that balances support, accountability, and autonomy;
 - ensuring compliance with state and federal grant requirements;
 - supporting ongoing training and professional development;
 - supervising and supporting advocates, attorneys, students, and volunteers.
- Directly supervise advocates and attorneys, including performance management and coaching.
- Plan and coordinate professional development to ensure high-quality, ethical advocacy practice.

2. Legal and Advocacy Work (20%)

- Engage in direct advocacy, including advising, training, public speaking, case handling, and systems advocacy.

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- Collaborate with the litigation team on complex or major cases as needed.
- Provide legal oversight of advocacy, investigation, and monitoring activities to ensure quality, compliance, and effectiveness.
- Maintain a limited caseload of strategic or high-impact cases.

3. Collaborative Work (20%)

- Partner across programs and teams to develop and implement cohesive, agency-wide advocacy strategies, with attention to cross-disability issues.
- Establish and maintain systems to identify, track, and analyze trends to inform program improvements.
- Maintain and build subject-matter expertise in key disability issue areas.

4. Management and Compliance (15%)

- Ensure team adherence to ethical standards, organizational policies, and grant requirements.
- Monitor, evaluate, and report on team performance, deliverables, and grant outcomes.
- Contribute to grant reporting, budgeting, and resource planning in collaboration with Finance and Legal & Advocacy leadership.
- Maintain strong, professional relationships with funders and stakeholders while safeguarding the integrity of DRW's advocacy.

5. General Responsibilities (5%)

- Follow all DRW policies and procedures, including timekeeping, documentation, confidentiality, and data security.
- Participate in organizational meetings, committees, and initiatives.
- Perform other related duties as assigned.

Qualifications

Minimum Qualifications:

- **Education/Licensure:** Juris Doctor (JD) and licensed to practice law in Wisconsin, or eligible for admission.
- **Leadership Experience:** Minimum of 8 years of progressive leadership and management experience, including supervising staff and managing team performance.
- **Equity and Empowerment:** Demonstrated ability to provide people with disabilities or others from historically excluded populations with the opportunity for self-determination and empowerment.
- **Communication Skills:** Proven ability to communicate effectively in professional settings, demonstrated through:
 - Clear and concise written work (e.g., reports, legal documents);
 - Effective verbal communication (e.g., presentations, meetings);
 - Strong listening skills.
- **Technical Proficiency:** Demonstrated proficiency with:
 - Email and calendaring (e.g., Outlook);
 - Word processing and spreadsheets;
 - Collaboration tools (e.g., Microsoft Teams, SharePoint);
 - Case/data management systems.
- **Work Management:** Demonstrated ability to:
 - Work independently and as part of a leadership team;
 - Manage and prioritize multiple projects simultaneously;
 - Adjust priorities and meet deadlines in a fast-paced environment.

Preferred Qualifications:

- **Disability or Social Justice Experience:** Experience (paid, volunteer, or lived) with disability communities and/or social justice movements.
- **Policy Knowledge:** Working knowledge of public policy, including experience analyzing or applying policy in practice.
- **Grant Management:** Experience managing or administering grant-funded programs, including compliance and reporting.
- **Language Skills:** Professional proficiency in Spanish, Hmong, or American Sign Language (ASL), in addition to English.

Work Environment and Physical Demands

- Ability to remain stationary, often standing or sitting, for long periods.
- Ability to traverse, bend, and reach to access files and operate office equipment.
- Perform repetitive motions that may include wrists, hands, or fingers.
- Occasionally lift or move objects up to 20 pounds.
- Independent travel is required (20%).

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.

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- 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 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 other factors that determine whether one qualifies.

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), Commuter Choice, and Sabbatical Leave.

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: July 2026