



Legal Services of Eastern Michigan
Job Position Description
Supervising Attorney – Family Legal Assistance Group Program

About Us

For over 60 years, Legal Services of Eastern Michigan (LSEM) has been fighting for fairness and equal access to justice. We provide civil legal assistance to low-income and marginalized individuals across 14 mid-Michigan counties from our offices in Flint and Saginaw.

Our mission: *To ensure that those who need legal help the most — and have the least access — receive it.*

Join us in shaping communities where everyone can assert their rights and pursue justice through effective advocacy.

About the Role

Pursuant to a contract with Genesee County, the Supervising Attorney for the Family Legal Assistance Group (FLAG) Program will provide direct and ancillary legal services to caretakers who are at risk of becoming involved in child protective proceedings or who are already parties to such proceedings before the Family Division of the Genesee County 7th Circuit Court. The primary goal of the FLAG Program is to prevent the unnecessary entry and prolonged stay of children in foster care through effective legal representation and advocacy.

In addition to maintaining a caseload, the Supervising Attorney will oversee the day-to-day legal operations of the program and provide supervision, guidance, and mentoring to attorneys and/or other program staff. The Supervising Attorney will ensure that services are provided in accordance with applicable laws, court rules, LSEM policies and procedures, contractual requirements, and Legal Services Corporation regulations, while working collaboratively with court personnel, social service agencies, and community partners to achieve program goals.

Key Responsibilities

- Coordinate with the management and administrative teams to ensure holistic, high quality legal representation is provided pursuant to the contract
 - Work in close coordination with the program support staff to provide holistic, high-quality legal representation and comprehensive case management
 - Ensure program implementation and development through collaboration with primary referral sources
 - Ensure compliance with funding requirements
 - Prepare and draft documentation required for funder reports as requested
 - Represent clients by maintaining a caseload and co-counseling with other staff attorneys as indicated
 - Participate in client outreach and partner with community organizations
 - Identify, develop, and implement advocacy strategies to address systemic legal problems
 - Develop and maintain a positive and productive work environment
 - Develop engagement with advocacy organizations, bar associations, and community groups
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Knowledge, Skills & Abilities

- Excellent legal, organizational, written and oral communication skills
 - Ability to relate comfortably to individuals of different backgrounds
 - Understanding of Child Protective Services Systems, Foster Care Systems, and related Circuit Court Procedures
 - Ability to multi-task and complete projects in a timely matter under pressure
 - Knowledge of communities to be served and demonstrated ability to forge community collaborations
 - Knowledge of and demonstrated commitment to civil rights and social justice
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Qualifications

- Juris Doctor (JD) and admission to the Michigan Bar.
 - Minimum 5 years of trial or litigation experience in district, circuit, or federal court.
 - Probate and family court experience preferred.
 - Prior supervisory or leadership experience preferred.
 - Strong communication, mentoring, and organizational skills.
 - Demonstrated commitment to equity, civil rights, and social justice
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Compensation & Benefits

- Compelling overall compensation package.
 - Salary commensurate with experience.
 - Comprehensive benefits including:
 - Medical, disability, and life insurance
 - Paid vacation, holidays, and personal time
 - Employer-matched retirement plan
 - Student loan repayment assistance
 - Professional development allowance
 - Flexible spending account (FSA) and disability coverage
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How to Apply

Interested applicants should email a cover letter, resume, and three (3) references to: humanresources@lsem-mi.org

Applications will be reviewed on a rolling basis — early applications are encouraged. LSEM is an equal opportunity employer. We strongly encourage all potentially qualified applicants who share our commitment to justice and equity to apply.