



**HOPE'S  
DOOR**  
Embracing Life Free  
From Domestic Abuse

## Job Posting Domestic Violence Agency

Position available immediately.

Location: Hawthorne, NY

### Attorney

Hope's Door is dedicated to ending domestic violence and empowering victims to achieve safety, independence, and healing. Our mission encompasses:

- **Crisis Response:** 24/7/365 hotline and emergency shelter for immediate safety.
- **Support Services:** Counseling, advocacy, and legal services for victims of domestic violence and human trafficking.
- **Education & Training:** Domestic violence education in schools and community centers across Westchester County.
- **Free Services:** All services are provided at no cost to victims and survivors.

Hope's Door Legal Center provides trauma-informed, high-quality legal services to survivors of domestic violence. Our mission is to empower victims by helping them escape abuse, establish their legal rights, and regain control over their lives through critical legal remedies and protections.

#### Position Overview

The Attorney will join the Hope's Door Legal Center team, providing vital support to survivors of domestic violence with information, legal advice, and representation in family law, matrimonial actions, custody and visitation, child support, orders of protection, and immigration matters. The ideal candidate will be passionate about serving marginalized communities and committed to ensuring justice and safety for domestic violence survivors.

#### Key Responsibilities

The attorney will work under the supervision of the Chief of Legal Services.

- Provide direct legal representation and advocacy in family and matrimonial law, including custody, visitation, child support, and orders of protection.
- Provide representation in immigration proceedings, including U-Visas, Battered Spouse Waivers, and VAWA Self-Petitions
- Represent clients in court appearances and legal proceedings and conduct client intake and offer trauma-informed legal advice, counsel, and referrals as necessary.
- Manage a caseload with ongoing communication with clients, court personnel, and partner agencies and maintain accurate records and case files.
- Engage in outreach and collaborate with community partners to provide comprehensive support to clients.
- Participate in training and professional development activities to enhance legal knowledge, especially in domestic violence advocacy.

#### Qualifications and Preferred Skills and Experience

- Juris Doctor (J.D.) degree from an accredited law school.
- Licensed and in good standing to practice law in New York State.
- Minimum of 1+ years of legal experience, preferably in family law or domestic violence-related cases.
- Bilingual in Spanish is preferred.
- Ability to handle a fast-paced environment and manage multiple priorities and strong interpersonal, communication, and organizational skills.

<b>Salary and Benefits</b>	<p align="center"><b>Salary Range for Attorney - \$72,000 - \$76,000</b></p> <p align="center">Flexible Benefits with Health Plan Options Value of \$1,025 on the 1<sup>st</sup> of the following month from start date - Opt Out Cash Benefit Life Insurance - Short and Long-term Disability 401K Participation Eligibility on 1<sup>st</sup> of following month <b>PTO:</b> 25 days <b>Sick:</b> 12 days <b>Holidays:</b> 10 days</p>
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**APPLICANTS PLEASE SEND RESUME AND COVER LETTER TO  
DIANNE DEFILIPPIS, DIRECTOR OF ADMINISTRATION**

**E-MAIL ADDRESS: [DDEFILIPPIS@HOPESDOORNY.ORG](mailto:DDEFILIPPIS@HOPESDOORNY.ORG)**

Hope's Door is a proud equal opportunity employer. People of all races, color, religion, gender, sexual orientation, gender identity, national origin, age, disability and veteran status are strongly encouraged to apply.