



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

**Job Posting**  
**Domestic Violence Agency**  
**Position available immediately.**  
**Location: Hawthorne, NY**



## Supervising Attorney

Hope's Door, recently named as one of the *2025 Best Places to Work in Westchester*, 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 Managing 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, and orders of protection. The ideal candidate will be passionate about serving marginalized communities and committed to ensuring justice and safety for domestic violence survivors.

### Key Responsibilities

As Managing Attorney, you will have the opportunity to lead a dedicated legal team, advocate in court on behalf of survivors, and shape the future of domestic violence legal services in Westchester.

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

- Supervise and mentor the HDLC attorneys, legal interns and paralegals.
- Provide direct legal representation and advocacy in family and matrimonial law, including court appearances and legal proceedings on custody, visitation, child support, and orders of protection at courts in Westchester County.
- Conduct client intake and offer trauma-informed legal advice, counsel, and referrals as necessary.
- Serve as lead counsel on complex cases and manage a diverse caseload with ongoing communication with clients, court personnel, and partner agencies.
- Maintain accurate records and case files to ensure grant compliance and agency protocol.
- Collaborate with the District Attorney's Office, law enforcement, and other community agencies to advocate for survivors' rights.
- Participate in training and professional development activities to enhance legal knowledge, especially in domestic violence advocacy.
- Participate in outreach and community events to promote the Legal Center's services and build strategic partnerships.

### Qualifications and Preferred Skills and Experience

- Juris Doctor (J.D.) degree from an accredited law school, admitted and in good standing to practice law in New York State.
- Minimum of 4-6 years of legal experience with a strong background in family law or domestic violence-related cases.
- Commitment to serving diverse communities with empathy and cultural competence, while providing trauma-informed, client-centered legal services.
- Ability to handle a fast-paced environment and manage multiple priorities.
- Strong supervisory, communication, and organizational skills.
- Valid driver's license or access to reliable transportation required.
- Bilingual in Spanish preferred.

### Salary and Benefits

**Managing Attorney Salary Range - \$85,000 - \$90,000**

**Total Compensation Potential:** Up to **\$97,780–\$102,780** annually, including a **monthly cash benefit of \$1,065** (equivalent to up to \$12,780 per year), which can be applied to insurance premiums or added directly to your paycheck.

Life Insurance - Short and Long-term Disability Coverage

401(k) Participation Eligibility on 1<sup>st</sup> of following month of hire

**PTO:** 25 days **Sick:** 12 days **Holidays:** 10 days

**APPLICANTS PLEASE SEND RESUME AND COVER LETTER TO DIANNE DEFILIPPIS, DIRECTOR OF ADMINISTRATION AT [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.

