



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

Job Posting Domestic Violence Agency

Position available immediately.

Location: Hawthorne, NY



Attorney – Bilingual Spanish Hope's Door Legal Center

Hope's Door, named a 2025 Best Places to Work in Westchester, is dedicated to ending domestic violence and empowering victims to achieve safety, independence, and healing from the trauma of abuse. The Hope's Door Legal Center provides trauma-informed, high-quality legal services to survivors of domestic violence. Our mission is to help survivors to escape abuse, secure 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 including litigation in family law, matrimonial actions, custody and visitation, child support, orders of protection, and immigration matters.

Key Responsibilities

The attorney will:

- Provide direct legal representation and legal counsel in family and matrimonial matters, including custody, visitation, child support, and orders of protection in Westchester County courts.
- Provide legal counsel and representation in immigration proceedings, including U-Visas, Battered Spouse Waivers, Adjustment of Status, and VAWA self-petitions.
- Conduct client intakes and offer trauma-informed legal advice, counsel, and referrals as necessary.
- Manage a caseload with ongoing communication with clients, court personnel, and partner agencies.
- Rotate as participant in HDLC staff coverage at a walk-in clinic at the Family Court in White Plains.
- Maintain accurate records and case files.
- 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.
- Engage in outreach and collaborate with community partners to provide comprehensive support to clients.

Qualifications and Preferred Skills and Experience

- A New York licensed, practicing attorney in good standing. Candidates who have completed the bar examination or are pending admission will also be considered.
- A professional with 1 to 3 years of litigation or family law experience, ideally involving trauma-exposed populations.
- Ability to handle a fast-paced environment while managing multiple priorities.
- Strong interpersonal, communication, and organizational skills.
- Valid driver's license or access to reliable transportation required.
- Spanish fluency is required.

Salary and Benefits

Compensation: \$75,000 to \$100,000

Annual Agency Contribution for Flexible Benefit Options: \$13,000 (Opt-Out for Cash Available)

Life Insurance - Short and Long-term Disability Coverage - 401(k) Participation

Attorney Malpractice Insurance – County Bar Membership

Job-related Training - CLE Credits

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

**PLEASE SEND RESUME AND COVER LETTER TO
DIANNE DEFILIPPIS, DIRECTOR OF ADMINISTRATION
DDEFILIPPIS@HOPESDOORNY.ORG**

**Hope's Door is an 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.**