

# Job Opportunities at Kansas Legal Services



## **PARALEGAL - PRO BONO ASSISTANT - WICHITA**

Kansas Legal Services seeks a full-time paralegal who will also work part-time as the pro bono assistant in our Wichita office. These duties will include: coordinating volunteer recruitment, referrals, tracking cases for pro bono attorneys and creating reports. The paralegal casework will be focused on working with our Parent Advocate program.

Formal training and/or certificate preferred but not required. Must be self-motivated, detail oriented and enjoy working in a fast-paced office.

KLS offers a professional and friendly work environment with integrity as our guiding principle. We are an equal opportunity employer with recruitment efforts focused on ensuring a diverse workforce. Spanish, bilingual is preferred but is not a requirement for this job.

Excellent paid employee benefits include: 13 paid holidays, health, dental, life, and disability, extensive paid sick/vacation time and paid family leave.

Minimum salary for this position is \$30,000 per year with adjustments made based on experience.

Email a resume and three professional references to:

- Rhonda Sullivan, Managing Attorney at [sullivanr@klsinc.org](mailto:sullivanr@klsinc.org)

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## **ATTORNEY - KANSAS CITY**

Kansas Legal Services – Kansas City seeks a Kansas-licensed staff attorney to practice family law and general poverty law representing low income Kansans, and specifically, survivors of domestic violence. Casework will focus on solving civil legal problems that will increase the social and economic stability of the individual, primarily with family law matters. The office serves Franklin, Johnson, Leavenworth, Linn, Miami and Wyandotte counties.

KLS offers a professional and friendly work environment with integrity as our guiding principle. We are an equal opportunity employer with recruitment efforts focused on ensuring a diverse workforce.

The qualified candidate must have the following: a Kansas law license; excellent written and oral communication skills; and a desire and commitment to assist in the delivery of high-quality legal assistance to low-income people. Recent law school graduates preparing to take the bar exam are encouraged to apply.

Excellent paid employee benefits include: 13 paid holidays, health, dental and life insurance, long term disability insurance, malpractice insurance, bar dues, CLE and paid parking.

KLS is a qualifying employer for Public Service Loan Forgiveness; and eligible to apply for loan repayment assistance through Legal Service Corporation's Loan Repayment Assistance Program.

Minimum salary for this position is \$55,000/year with adjustments made based on experience.

Email a resume and three professional references to:

- Alex English, Managing Attorney, [englisha@klsinc.org](mailto:englisha@klsinc.org)

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## **ATTORNEY - PITTSBURG**

Kansas Legal Services- Pittsburg seeks a Kansas-licensed, staff attorney to practice general poverty law representing low income Kansans. Casework will focus on solving civil, legal problems that will increase the social and economic stability of the individual. Focus practice areas will include family, elder and housing law as well as work with victims of crime. The office serves Allen, Bourbon, Cherokee, Crawford, Labette, Montgomery, Neosho, Wilson and Woodson Counties.

KLS offers a professional and friendly work environment with integrity as our guiding principle. We are an equal opportunity employer with recruitment efforts focused on ensuring a diverse workforce.

The qualified candidate must have the following: a Kansas law license; excellent written and oral communication skills; and a desire and commitment to assist in the delivery of high-quality legal assistance to low-income people. Recent law school graduates preparing to take the bar exam are encouraged to apply.

Excellent paid employee benefits include: 13 paid holidays, health, dental and life insurance, long term disability insurance, malpractice insurance, bar dues, CLE and paid parking.

KLS is a qualifying employer for Public Service Loan Forgiveness; and eligible to apply for loan repayment assistance through Legal Service Corporation's Loan Repayment Assistance Program.

The starting salary for this position is \$60,000/year with adjustments made based on experience.

Email a resume and three professional references to:

- Cliff Lee, Managing Attorney [leec@klsinc.org](mailto:leec@klsinc.org)

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## **ATTORNEY - DODGE CITY**

Kansas Legal Services – Dodge City seeks a Kansas-licensed, staff attorney to practice general poverty law representing low income Kansans. Casework will focus on solving civil, legal problems that will increase the social and economic stability of the individual. The office serves all 22 counties around the Dodge City area.

KLS offers a professional and friendly work environment with integrity as our guiding principle. We are an equal opportunity employer with recruitment efforts focused on ensuring a diverse workforce.

The qualified candidate must have the following: a Kansas law license; excellent written and oral communication skills; and a desire and commitment to assist in the delivery of high-quality legal assistance to low-income people. Recent law school graduates preparing to take the bar exam are encouraged to apply.

Excellent paid employee benefits include: 13 paid holidays, health, dental, life, disability, malpractice insurance, bar dues, CLE and paid parking along with extensive sick/vacation and paid medical leave. KLS is a qualifying employer for Public Service Loan Forgiveness; and eligible to apply for loan repayment assistance through Legal Service Corporation's Loan Repayment Assistance Program.

Minimum salary for this position is \$60,000/year with adjustments made based on experience.

Email a resume and three professional references to

- Heather File, Human Resources Director, [fileh@klsinc.org](mailto:fileh@klsinc.org)

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## ATTORNEY - HUTCHINSON

Kansas Legal Services - Hutchinson seeks a Kansas-licensed, staff attorney to practice general poverty law representing low income Kansans. Casework will focus on solving civil, legal problems that will increase the social and economic stability of the individual. Focus practice areas will include criminal and domestic cases. The office serves Reno and surrounding counties.

KLS offers a professional and friendly work environment with integrity as our guiding principle. We are an equal opportunity employer with recruitment efforts focused on ensuring a diverse workforce.

The qualified candidate must have the following: a Kansas law license; excellent written and oral communication skills; and a desire and commitment to assist in the delivery of high-quality legal assistance to low-income people. Recent law school graduates preparing to take the bar exam are encouraged to apply.

Excellent paid employee benefits include: 13 paid holidays, health, dental, life, disability, malpractice insurance, bar dues, CLE and paid parking.

KLS is a qualifying employer for Public Service Loan Forgiveness; and eligible to apply for loan repayment assistance through Legal Service Corporation's Loan Repayment Assistance Program.

Minimum salary for this position is \$60,000/year with adjustments made based on experience.

Email a resume and three professional references to:

- Heather File, Human Resources Director, [fileh@klsinc.org](mailto:fileh@klsinc.org)

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