

# **New Mexico Legal Aid**

Advancing Fairness and Justice for All || Free Legal Aid in New Mexico



[www.newmexicolegalaid.org](http://www.newmexicolegalaid.org)

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## **New Mexico Legal Aid seeks a managing attorney for its Santa Fe Office (Deadline: May 31st, 2020 or until filled)**

### **New Mexico Legal Aid seeks a managing attorney for its Santa Fe Office**

NMLA is seeking a Managing Attorney for its Santa Fe, Taos and Las Vegas offices. The position, based in Santa Fe, will help lead NMLA's advocacy efforts throughout north central and northeastern New Mexico.

The Santa Fe-Taos-Las Vegas Managing Attorney will report to the executive director, and/or a designee, and the director of litigation. The successful applicant will supervise and mentor attorneys, paralegals and other staff and volunteers; handle administrative duties; and carry a caseload as sole counsel or co-counsel for low-income individuals and families in a wide variety of poverty law areas including family law, housing, public benefits, consumer issues, etc. The Managing Attorney will be active in local bar and community activities. The work will include participating in community education and outreach to eligible clients; and recruitment of and collaboration with pro bono attorneys.

The Santa Fe, Taos and Las Vegas offices handle creative, challenging and complex work. We are looking for highly motivated candidates who are passionate and strongly committed to helping NMLA better serve our client communities, including development of effective team strategies to handle complex advocacy and extended representation cases.

Requirements: Minimum five years as licensed attorney; prior experience in administrative and supervisory roles preferred. Must be willing and able to travel. Must be able to effectively use computer technology and remote communications systems, including shared on-line workspaces, web meeting and videoconferencing software, to effectively supervise and co-counsel with staff located in multiple offices. Candidates also must possess excellent written and oral communication skills, the ability to manage multiple tasks, manage a caseload and build collaborative relationships within the staff and the community. Proficiency in Spanish is a plus.

Applicants may be subject to a background search. Please do not let this deter you from applying. NMLA is committed to a strong workforce and recognizes that persons with marks on their record may still be able to perform admirably.

Send a current resume, three references, and a letter of interest explaining what you would like to accomplish if you are selected for this position to: [jobs@nmlegalaid.org](mailto:jobs@nmlegalaid.org) Salary: DOE, NMLA is an EEO Employer. **Application Deadline: May 31st, 2020 or until filled.**

 [managing attorney santa fe job announcement dec 2019.pdf](#)

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<http://www.newmexicolegalaid.org/node/199/new-mexico-legal-aid-seeks-managing-attorney-its-santa-fe-office-deadline-may-31st-2020-or>

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