

The Harriett Buhai Center for Family Law is a not-for-profit civil legal services agency, offering family and domestic violence assistance for indigent persons in Los Angeles County. Founded in 1982, the Center aids primarily poor women with children, through the help of trained volunteers and staff.

The Legal Education Program for Incarcerated Women offers a curriculum of family law and domestic violence material to incarcerated women who are housed in Lynwood, California. Classes are taught on-site 4 times per week and rotate throughout the facility; the average class size is 25 women.

The Legal Education Program provides basic information about dependency, family and probate courts and related laws concerning custody, paternity, child support, domestic violence and guardianship. The goal is to give female inmates an opportunity to explore the expectations required to maintain relationships with their children, as well as how to address domestic violence in their lives.

There are two positions open for this project:

Instructor: Must have 3 or more years knowledge and work experience in the field of family, domestic violence, dependency and/or children's law. Must meet the qualifications for paralegal certification in California, or possess a law degree and/or CA state bar licensure.

Instructor Assistant: Must have Bachelor's degree from an accredited academic institution. Degree and/or prior job experience in social work, psychology, criminal justice, or women's studies, encouraged.

Prior teaching experience and /or ability to speak Spanish strongly preferred.

Both candidates must demonstrate a strong interest in working with this population of women. Must have a car with insurance and the ability to travel daily, work variable schedules including evenings and some Saturdays, and enjoy taking initiative, developing new programs and materials, and working with correctional staff in an institutional setting. Must successfully pass a criminal background check. Competence with computer technology, strong interpersonal skills, ability to write well, required.

To apply please send cover letter, resume and salary requirements to: Jobs@hbcfl.org, fax: (213) 388-7503 or write us at 3250 Wilshire Blvd., Suite 710, Los Angeles, CA 90010. No phone calls please. Salary DOE; EOE; Benefits provided.