

**EMPLOYMENT OPPORTUNITY**

**Advocate (Grand Junction office)**

Disability Law Colorado has an immediate opening for an **Advocate in our Grand Junction office**. This position provides information and referral, technical assistance, and advocacy for individuals with disabilities and provides support to Grand Junction Managing Attorney. This position will also provide direct representation to people with disabilities, under the supervision of an attorney, in cases involving special education, the Division of Vocational Rehabilitation or other areas in which non-attorneys may represent individuals. The Advocate will create and provide presentations for agencies and the community on Disability Law Colorado programs and issue areas; assist attorneys or investigators in conducting investigations into reports of abuse, neglect and rights violations in jails, prisons, nursing homes, group homes, schools, mental health institutes and regional centers; gain knowledge of the rights of voters with disabilities and promote those rights through committee participation, community outreach and assessing the accessibility of voter polling places.

The ideal candidate will have excellent written communication and telephone skills, excellent computer skills with knowledge of Microsoft Windows software, including Word and Excel, knowledge of the Internet sufficient to conduct searches for information, the ability to organize and manage litigation and investigation files, strong information management and analytical skills, the ability to work as part of a team or independently.

Experience working with people with disabilities and advocacy experience are preferred. Experience working in a law office is also beneficial. Bachelor’s degree is preferred.  In lieu of a degree, a combination of education and experience working with people with disabilities would also be considered.

The closing date is Friday, March 17, 2017.

 Disability Law Colorado is an Equal Opportunity Employer and does not discriminate on the basis of race, color, sex, religion, sexual orientation, political belief, creed, national origin, marital status or disability.

 Interested applicants should mail, fax or e-mail resume with cover letter to:

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 Office Manager

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