

## **St. Louis County Family Court Resource Center Contract Attorney**

The Family Court of St. Louis County is seeking an attorney to provide assistance to self-represented litigants and Family Court Judges who handle domestic cases involving self-represented litigants. Primary responsibility will be to assist with management of the pro se docket including but not limited to legal analysis, notifying litigants of requirements to revise legal documents and providing notices of court hearings and other correspondence. The professional service agreement is funded at \$22.00/hour and requires a commitment of at least 30 hours/week. A one year commitment to the position is **highly** preferred. This position is funded by the Family Services and Justice Fund and is subject to annual renewal and continued availability of funding.

**MINIMUM QUALIFICATIONS:** Graduation from an accredited law school, possession of a current license to practice law in the State of Missouri. Some experience in family law and/or working with self-represented litigants is preferable.

To apply, candidates should send a cover letter and resume to Faye Snow, Director of Human Resources, Circuit Court of St. Louis County, 105 South Central Avenue, Clayton, MO 63105. **Applications must be received by 5:00 p.m. on July 3, 2020.**

**Note:** Any selected individual will be required to submit to a drug screen and background check prior to hire.

EOE. Please contact the Human Resources Department at 314 615-4471 (voice) or RelayMO711 or 800 735-2966 if you need any accommodations in the application process, or if you would like this posting in an alternative form.