



1111 9TH STREET, SUITE 230  
DES MOINES, IOWA 50314-2527

515-243-2151 OR 800-532-1275  
SE HABLA ESPAÑOL  
FAX: 515-246-6075  
WWW.IOWALEGALAID.ORG

## **Iowa Legal Aid Seeks an Executive Director**

Iowa Legal Aid seeks an Executive Director to lead this private, not-for-profit corporation that provides low-income and other vulnerable residents of Iowa with high quality free legal services.

### **High priority roles for Iowa Legal Aid's next Executive Director include:**

- Be the public face of Iowa Legal Aid;
- Lead a staff of lawyers and support personnel of over 100 people, including union-represented employees;
- Work with and support the Iowa Legal Aid organizational Board of Directors and the Iowa Legal Aid Foundation Board of Directors;
- Lead fundraising efforts initiated by the Iowa Legal Aid Foundation with corporate and philanthropic donors;
- Work with public funders and other key supporters including United Way agencies throughout the state, Area Agencies on Aging and health and law project partners;
- Nurture relationships between Iowa Legal Aid and its clients, bar leaders, community organizations, business and civic groups, and local, state and federal government entities;
- Manage the program's budget and financial resources in a fiscally accountable manner;
- Strategically advance the interests of Iowa Legal Aid and the clients served.

### **Desired qualifications of Iowa Legal Aid's next Executive Director include:**

- A passion for the mission of Iowa Legal Aid and a demonstrated commitment to serving low-income individuals and communities;
- Juris Doctorate degree and membership in good standing with the Iowa Bar, or ability to obtain membership upon employment;
- A minimum of ten years' experience in the practice of law or equivalent management experience or a combination;
- Excellent interpersonal communication skills and demonstrated leadership abilities.
- Significant management and supervision experience including an understanding of the complexities of a program with nearly a \$10 million budget;
- Experience in financial oversight, development of budgets, and compliance with grant and contract requirements;
- Ability to think strategically;

- Successful experience in resource development for public and private organizations, including securing government funding;
- Values diversity, cultural competency, urban/rural differences;
- Prior experience with Iowa Legal Aid or another legal aid organization will be taken into consideration, but is not a prerequisite.

### **Applications**

Applications will be accepted until the position is filled. Applications must include a letter expressing your interest in the position, qualifications and what you hope to contribute to the organization's future; a current resume; and a writing sample. Applications will be kept confidential until finalists are chosen.

Salary depends on experience based on a competitive public interest salary scale. Benefits are excellent.

Candidates with questions about the position or process should be directed to Chris Luzzie at [cluzzie@iowalaw.org](mailto:cluzzie@iowalaw.org).

**Materials should be submitted electronically to [akness@iowalaw.org](mailto:akness@iowalaw.org) in Microsoft Word or pdf format.**

Iowa Legal Aid is an Equal Opportunity Employer and persons seeking employment will be considered without regard to race, color, creed, national origin, disability, age, sex, sexual orientation, gender identity, political affiliation, religion, pregnancy, genetic information, military service, engagement in legally protected activity, or any other characteristic protected by law.

### **About Iowa Legal Aid:**

The mission of Iowa Legal Aid is to make hope, dignity and justice available to low-income Iowans through legal assistance and education that protects fundamental rights, basic necessities and access to the judicial system; challenge policies and practices that harm low-income persons; and empower clients to advocate effectively for themselves and their communities.

Iowa Legal Aid is the only statewide provider of free, civil legal assistance to low-income Iowans. It helps people with critical legal needs that affect safety, shelter, sustenance and health:

- Protects victims of domestic violence;
- Protects families from unsafe housing and illegal evictions;
- Protects elderly Iowans from consumer fraud, elder abuse and financial exploitation; and
- Secures health care, SSI and basic public benefits for low-income Iowans.

Services are provided in all 99 Iowa counties through 10 regional offices. Over 499,000 Iowans are income eligible for Iowa Legal Aid's services.

Iowa Legal Aid closed approximately 16,350 cases in 2016, serving nearly 38,000 Iowans.

Iowa Legal Aid is unique in that a separate not-for-profit organization, the Iowa Legal Aid Foundation, has been created to serve as the philanthropic fundraising arm of Iowa Legal Aid, enhancing the organization's ability to raise funds to both increase and sustain its service to low-income Iowans.



## What people say about Iowa Legal Aid

- **Legal Services Corporation Office of Program Performance:**

“Iowa Legal Aid is the primary provider of legal services in the state and a leader in the state justice community. It is highly respected among service providers, including those that serve seniors and those that serve a wider population. Staff members have been described as collaborative, knowledgeable, and strong advocates for clients.” “Iowa Legal Aid is a very accomplished, productive, and organized program providing high quality effective and efficient legal services to its clients.”

“Iowa Legal Aid makes impressive efforts to maintain and expand its base of funding, in an effort to increase the quality and quantity of services to eligible clients. Iowa Legal Aid's resource development efforts are highly professional, well-coordinated, and consistent with the program's mission.”

“Iowa Legal Aid is an effective and efficient program with many forward-thinking attributes such as its Advisory Councils, creation of the Iowa Legal Aid Foundation and its distributed intake system. It is also a program that is constantly engaging in self-analysis as well as trying to improve by learning from others and adopting new ideas. Its continued strategic planning efforts are exemplary and could serve as a model for other programs.”

- **Clients who received assistance from Iowa Legal Aid:**

“They did a superior job helping me with my housing problem and I did not lose my low-income housing.”

“All matters were handled quickly and with respect. I now get SSI.”

“Dealing with the IRS, I was so scared and they helped me so the IRS wouldn't keep taking my money from social security. My attorney was so kind and helped calm my nerves. He went way above and beyond.”

“Now that I was able to get the protective order, with the help of my attorney, my children and I are able to feel more safe and secure.”

“Outstanding help! I was really worried. I had headaches all the time and cried a lot! You helped take all my misery away and reassured me it would be okay! There are not enough words to express the amount of gratitude that we owe you! Thank you for everything!”

- **Iowa Legal Aid's partners in the community:**

“For our patients with mental health problems, resolving legal issues has resulted in definite health benefits that stem from protection from abusive relationships, reduced stress, improved financial status, access to health insurance and stable housing.”

“I have been impressed by the representation provided to low-income Iowans by Iowa Legal Aid. Their attorneys are knowledgeable of the law and compassionate towards their clients. These attorneys work tirelessly to assist this underserved segment of our population.”

“Everyone plays such an integral part in the Iowa Mortgage Help process, but I must say the legal support that we receive from the Attorney General's Office and Iowa Legal Aid is what truly sets us apart and above any other state foreclosure prevention programs in the nation.”