



VJLAP Regional Manager

The Virginia Judges and Lawyers Assistance Program (VJLAP), an independent 501(c)(3) organization, provides confidential, no-cost education and assistance to Virginia's legal community on issues related to mental health and substance use. VJLAP is seeking an individual for a remote-working position to manage VJLAP's outreach and clinical activities in the Tidewater Region.

Applicants should be highly professional, possess an outgoing personality and compassionate demeanor, be a self-starter capable of working alone, and be capable of maintaining strictest confidentiality of program clients.

Duties of the Position:

- Develop, maintain, and support relationships with judges, lawyers, law students, mental health providers, stakeholder groups, allied organizations, and other legal professionals in the Tidewater Region;
- Act as a known and trusted point of first contact for judges, lawyers, law students, and other legal professionals seeking information or assistance from VJLAP;
- Assess at intake and on-going the clients' physical and mental wellness, risk factors, support structures, mental health status, and need for services;
- Be knowledgeable of and refer clients' to available services and treatment providers;
- Listen to clients' concerns and provide personal support and counseling services (e.g., identifying triggers and thinking errors, developing coping skills, or identifying actionable steps for improve mental health statuses);
- Execute and manage cases subject to VJLAP monitoring agreements, including providing oversight to volunteer mentors and providing status reports to the referring parties;
- Educate judges, lawyers, law students, and other legal professionals on VJLAP's programs and services; the occupational risks of practicing law; the importance of developing and maintaining wellness practices; and the identification and treatment of mental health concerns;
- Develop opportunities for and deliver continuing legal education sessions;
- Develop and actively engage a network of volunteers;
- Maintain confidentiality of anyone seeking VJLAP services;
- Maintain currency of the VJLAP case management database; and
- Create monthly activity reports and submit to VJLAP Clinical Director or designee.

Qualifications for the Position:

- Ability to build working relationships with key stakeholders, including law schools, the judiciary, mental health providers, and legal employers;
- Advanced degree, preferably a JD or in psychology, social work, counseling, behavioral health, or other related field (licensure in a mental health field is preferred);

- Experience working with or being involved in the mental health field or the well-being in law movement (experience or knowledge with 12-step recovery is preferred);
- Strong written and verbal communication skills, in person and online;
- Ability to effectively collaborate and relate to different clients with various needs and from diverse groups; and
- Valid driver's license and reliable transportation.

This position is full-time and remote. Some travel will be required with expenses paid. Competitive salary and benefits. VJLAP is committed to improving diversity, equity, and inclusion in the legal profession, we strongly encourage applications from individuals coming from populations that are underrepresented in law.

To apply, please submit cover letter, resume, and three professional references to tcarroll@vjlap.org

Applications will be accepted until the positions are filled
Desired start date no later than June 1, 2022.