

BENEFITS FOR STAFF (NON-ATTORNEYS)

Legal Aid Center of Southern Nevada – Nevada’s most diverse law firm and largest legal aid organization – is looking for dedicated team members to help us right wrongs and change lives.

Starting salary range for advocates and legal assistants is \$39,000 - \$52,000, depending on experience.

- Annual salary increases.
- No salary caps.

100% Employer Paid Benefits

Effective on Date of Hire

- Medical – PPO Plan – employee, spouse, and children up to 26 years old
- Dental & Vision – employee, spouse, and children up to 26 years old
- Long Term Disability Insurance for employee
- Life Insurance - \$25K for employee and \$10k each for spouse & children

Paid Time Off and Flex Schedules

- Generous PTO accrual
 - 0-3 years = 15 hours per month
 - 3-5 years = 18 hours per month
 - 5 years or more = 20 hours per month
- 12 paid holidays per year
- 1 floating holiday per year
- 4-day work week, or 5-day work week with one remote day; flexible start and end times

Paid Parental Leave

- After one year of employment, 12 weeks of paid parental leave to employee following the birth of employee’s child or the placement of a child with employee in connection with adoption or foster care

Retirement

- 403(b) retirement plan
- Employee can contribute on first day of employment
- Match dollar for dollar up to 5% of yearly salary after 12 months of employment
- Pre-tax and Roth contributions allowed

Employee Paid Benefits Available

- Short term disability
- Accident insurance
- Critical illness
- Hospital indemnity
- Additional life insurance up to \$300K
- Pet insurance

Additional Benefits

- Employee assistance program
- Wellness and mental health trainings and supports
- Mentorship program
- \$250 stipend for staff applying to law school after one year of employment