



Family Law Attorney

Location: Old Milton Parkway, Alpharetta GA 30005

Hours: Full time position

Reports To: Director of Operations

Required Qualifications:

Juris Doctorate Degree

Admission to the Georgia Bar in good standing or the bar of a state with reciprocity

10+ years experience practicing family law

Significant first chair family law trial experience

Strong legal research and writing skills

Strong oral and written communication skills

Demonstrated ability to work as a team player

Demonstrated leadership skills

Preferred Qualification

Significant experience with a practice management program like Action Step or Clio

Job Description:

As an attorney, his/her job is to advise the Atlanta Divorce Law Group clients as well as the Atlanta Divorce Law Group legal team. The attorney's main focus is to solve the client's family law issues and secondary focus is to provide support to the Director of Operations and Litigation Manager. He or she should always look for alternative ways to help solve client problems in a manner that is in line with our Happily Ever After Divorce® philosophy. This attorney should see their role as that of a problem solver for people in general and more specifically for our clients. He/She is always looking for ways to achieve the goals and priorities of our family law to provide personalized legal care that is cost-efficient and effective. The attorney is expected to solve problems for our clients by looking outside the box. Specifically, the attorney is responsible for the following items.

- Mentor younger attorneys
- Regularly review and audit the work of younger attorneys
- Assist the Director of Operations with legal team meetings
- Assist the Litigation Manager with legal training
- Develops legal strategy
- Draft and Review of legal documents
- Court Preparation and Attendance – hearing, trial, mediation, status conferences
- Deposition meeting attendance
- Attends and participates in firm-wide meetings



- Maintains client communications with consistent focus on educating client on budget and case strategy.
- Ability to have direct, and sometimes difficult, conversations with clients by properly educating and empowering clients with goal setting, expectation setting, etc.
- Has a client centered approach which embodies the firm's guiding values through integrity, empowerment, not making assumptions, not taking things personally, and more importantly, not projecting personal values onto client.
- Makes the effort to understand the clients' goals, aspirations, desires and setting a strategy in place to achieve that.
- Works with legal team to implement a cost-efficient legal strategy that is effective and in line with the firm's mission and philosophy.
- Minimum yearly billable requirement of 1,400 hours