

# **LAET-Knoxville Office looking for Family Law Paralegal**

## **JOB ANNOUNCEMENT**

### **FAMILY LAW PARALEGAL**

### **LEGAL AID OF EAST TENNESSEE**

#### **KNOXVILLE, TENNESSEE**

**Responsibilities:** This position requires a close working relationship with other members of the family law office service delivery team. The primary responsibilities of the position are to assist with the family law client intake process, to assist clients in a variety of ways as they navigate the legal system, and to support the work of the attorneys in the Family Law Unit. This position works under the direct supervision of the Associate Attorney

**Qualifications:** Bachelor's degree or certificate from an accredited legal assistant program. The successful applicant for this position will express a willingness to work with a wide variety of personalities and have an understanding of issues facing those in poverty. Bi-lingual skills will be considered.

**Salary & Benefits:** \$27,000 D.O.E., plus excellent benefits

**Opening Date:** January 15, 2013

**Closing Date:** When filled

**Applications:** Send a letter of interest, resume and a list of three references to:

**Reply to:** Associate Director

Legal Aid of East Tennessee

502 S. Gay Street, Suite 404

Knoxville TN 37902

[dhouse@laet.org](mailto:dhouse@laet.org)

Equal Opportunity Employer. Women, minorities and disabled persons are encouraged to apply.

Last updated on January 15, 2013.

[Print](#)

[Table of Contents](#)

NEWS

## **News & publications**

The news about recent activities for needed peoples.

[More News](#)

2 Aug 2024

Tennessee Alliance for Legal Services Seeks Part-Time Civil Legal Helpline Staff Attorney

Job SummaryAre you looking for a part-time position where you can serve clients...

[Continue Reading](#)

21 Mar 2022

Tennessee Alliance for Legal Services Names New Executive Director

Laura Brown, Deputy Director of Client Services at Legal Aid of Middle...

[Continue Reading](#)