

Family Law Attorney

DARROW LAW OFFICES, S.C.

822 Niagara Avenue

Sheboygan, WI 53081

Job Description

Darrow Law Offices, S.C. is seeking an associate attorney to practice family law under the guidance of Attorney Dwight D. Darrow. We are seeking candidates who have recently graduated and passed the WI Bar Exam as well as candidates with years of experience. The ideal candidate is motivated, passionate, and disciplined.

Do you meet the following requirements? If so, we want you to be on the Darrow Law team!

Minimum requirements include:

- Degree from an accredited law school
- Admission to the State Bar of Wisconsin
- Licensed Attorney in Wisconsin or expect to be licensed upon hiring
- 0 to 3 years of experience
- Self-motivated
- Strong analytical and problem-solving skills
- Excellent organizational skills
- Time management skills
- Exceptional oral and written communication skills
- Knowledge of and proficient in Microsoft Word, Excel, and Outlook; Tabs3 Billing and PracticeMaster; and TaxCalc programs

Responsibilities include:

- Conducting legal research
- Writing legal documents
- Preparing for hearings, trials, and negotiations
- Collaborating with the firm's partners and team members
- Offering professional advice and ongoing support to clients
- Represent clients at court appearances; taking the lead on managing client files
- Progressing cases through litigation in accordance with court and client deadlines

Benefits

- Simple IRA
 - Simple IRA matching
- Health insurance
- Paid time off
- Professional development assistance
 - Support from experienced legal assistants and paralegals
 - Working under supervision of an experienced family law attorney
 - Attending court events, consultations, client care and case management

Application Requirements

Please submit a cover letter, resume, contact information of three professional references, and proof of your admission to the State Bar of Wisconsin to Attorney Dwight Darrow via email

(dwright@darrowlaw.com).

All About Sheboygan

Dubbed as the *Malibu of the Midwest*, Sheboygan has much to offer visitors and residents alike. Click on the [link](#) to learn more about Sheboygan.