



Brevard County Legal Aid

SAFETY, STABILITY, JUSTICE

Brevard County Legal Aid Seeks Executive Director

Brevard County Legal Aid (BCLA) has been serving the Space Coast of Florida since 1970. BCLA is committed to providing high quality legal assistance to protect personal safety, establish family stability, and ensure access to justice for low income and disadvantaged persons. The next Executive Director will join BCLA at a time of organizational growth, passionate advocacy, and strong relationships with community partners and stakeholders. Services are provided by a staff of 23, which includes 10 attorneys. In addition to in-house resources, BCLA's pro bono program greatly enhances capacity to provide services.

Brevard County Legal Aid's Executive Director provides strategic vision, overseeing operations, financial health, and high-quality legal services for indigent clients, all while managing a talented team and collaborating with the board of directors, funders, and community stakeholders to fulfill the organization's mission. Key responsibilities include financial oversight and fundraising, leading strategic planning, ensuring effective legal program delivery, developing staff, and engaging with external partners to meet community needs.

Strategic Leadership & Mission

Visionary Leadership:

Provide strategic direction and leadership to advance the organization's mission of providing quality legal representation to indigent clients.

Strategic Planning:

Engage in long-term planning and needs assessment to develop programs and policies that meet community legal needs.

Board Collaboration:

Work with the Board of Directors to develop program policies, set strategic direction, and recruit and train new board members.

Financial & Operational Management

Financial Oversight:

Oversee the annual budget, manage financial operations, and ensure financial transparency and accountability.

Fundraising:

Lead and develop fundraising initiatives to ensure diverse funding sources and maintain strong relationships with funders.

Operational Efficiency:

Establish and implement policies, procedures, and systems to enhance the effectiveness of operations and staff performance.

Resource Management:

Manage human resources and capital resources, fostering a strong, inclusive organizational culture.

Legal Program & Client Services

Quality Legal Services:

Oversee the delivery of high-quality legal services, potentially supervising directors of litigation or operations in multiple service offices.

Program Development:

Lead the development of new legal initiatives and advocacy efforts.

Client Community Engagement:

Work with and understand the needs of client communities, elevating their voices and ensuring services are responsive.

Stakeholder Relations & External Affairs

Community Engagement:

Build and maintain strong relationships with key community groups, funders, bar associations, and the judiciary.

Advocacy:

Drive systemic reform efforts and monitor external trends and events that may impact the organization's mission.

Staff Development:

Hire, supervise, evaluate, and develop staff, providing direction, support, and professional development opportunities.

Key Qualifications and Qualities

- Juris Doctor degree and admission to the Florida Bar, or ability to obtain admission following employment;
- Exhibit outstanding communication skills orally and in writing with a range of audiences and stakeholders, including being a compelling speaker who is comfortable being the public face of the organization;
- Demonstrated skills as an effective relationship builder and collaborator in networks such as agencies, judiciary, elected officials, grantees local bar associations, social service organizations, present and potential funders, and client communities;
- Experience/familiarity with Florida's IOTA program is desirable;
- Knowledge of nonprofit budgeting, financial functions, grant reporting, and compliance;
- A leader who is organized, energetic, detail-oriented, able to delegate, decisive, personable, persuasive, and interested in all aspects of the position;
- Will support and encourage professional development of staff;
- Be willing and able to travel to regional and statewide conferences and meetings.

Application Process

To receive consideration, candidates are asked to submit their applications by April 1st, 2026. Interested candidates should submit a cover letter expressing why they are interested in the position, as well as what they believe can contribute to the future of the organization and its client community. The letter should be accompanied by a current resume and the names and contact information of three professional and three personal references. Application materials should be submitted to jobcommittee@brevardlegalaid.org in Microsoft Word or PDF format.

BCLA intends to make a decision during May of 2026, and to have the successful candidate join the organization soon thereafter.

Salary range \$130,000 - \$150,000 depending on experience based on a competitive public-interest salary scale. Benefits include comprehensive health insurance and retirement plan.