

We're Hiring

Probate Litigation Attorney

📞 (305) 707-7126

✉️ Hello@trustcounsel.com

🌐 trustcounsel.com

About Trust Counsel

We are a boutique firm of dedicated attorneys that help clients protect their rich lives and leave a rich legacy. We practice only the areas of family wealth succession: Estate Planning, Asset Protection, and Estate Administration. We know what we are doing, we love what we are doing, and we believe in what we are doing.

Our Vision

We are not just legal advisors; we are architects of generational prosperity. By empowering families with comprehensive planning & asset protection strategies, we aim to break down barriers to successful wealth preservation and transfer. We believe that protecting clients' hard-earned assets will pave the way for their families' legacies of significance and impact. We aspire to transform how people think about legacy, creating a ripple effect that positively impacts future generations.

Your Profile

We are passionate about helping clients preserve, protect & *Pass Down* their hard earned estate and we are seeking an enthusiastic and dedicated Probate Litigation Paralegal who shares our mission and values to join our growing team. The RIGHT candidate will be a vital asset to our firm, assisting the litigation department and its Attorneys in all aspects of litigation and should possess a solid foundation of the ability to conduct legal research (we use Westlaw) and be able to demonstrate good writing skills. Your application is 100% Confidential. This is a long-term position with room for growth as we always look to promote from within first.

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Qualifications

- Proven experience as a PROBATE litigation paralegal.
- Understanding of legal concepts and procedures related to estate litigation.
- Proficiency in legal research tools and software.
- Excellent organizational, communication, and interpersonal skills.
- Ability to work independently, manage multiple priorities, and meet deadlines.

Responsibilities

- Conduct in-depth legal research on case laws, statutes, and regulations relevant to probate administration and litigation matters.
- Summarize and analyze legal documents to assist attorneys in case preparation.
- Draft, edit, and proofread legal documents, including pleadings, motions, and discovery requests.
- Organize and maintain case files, ensuring all documents are accurately and timely filed.
- Coordinate document production, including the preparation of exhibits and deposition materials.

Compensation: \$70,000–\$80,000

We Believe in What We Do, do You? Join Us

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