

Estate Planning Attorney (Hybrid - Miami, FL)

Are you an **Estate Planning Attorney** who truly cares about helping families protect their legacies and secure their futures? Do you want to work with a **firm that values your expertise, prioritizes work-life balance, and takes a client-centered approach to the law?**

At **Elderly Care Law Firm**, we are not just legal professionals – we are advocates, educators, and trusted advisors to the families we serve. We believe in providing **personalized, holistic legal solutions** that help clients plan for life's most important transitions with confidence and peace of mind.

We are looking for an **Estate Planning Attorney** who shares our dedication to **compassionate client service, attention to detail, and excellence in the practice of law**. This is a **hybrid position**, primarily remote but requiring in-person client meetings at our **Miami office** as needed.

The right person will align with our firm's **core values**:

- **Positivity** – Approaching challenges with a solutions-oriented mindset.
- **Dependability** – Following through on commitments and ensuring clients are well cared for.
- **Initiative** – Taking ownership of cases, finding efficiencies, and improving processes.
- **Attentive Communication** – Ensuring clients feel heard, informed, and supported.
- **Service-Mindedness** – Putting clients first and treating them with warmth and respect.

What You'll Be Doing

- **Helping Families Protect Their Legacies** – Guide clients through estate planning, including wills, trusts, asset protection, healthcare directives, and power of attorney documents.
- **Handling Probate & Estate Administration** – Assist families in settling estates efficiently, ensuring a smooth transfer of assets and handling any legal complexities that arise.
- **Guardianship & Special Needs Planning** – Provide guidance to families navigating guardianship issues and planning for the long-term care of loved ones with special needs.
- **Conducting Client Consultations with Care** – Help clients understand their options, answer questions with clarity, and provide **customized legal solutions tailored to their unique needs**.

- **Drafting & Reviewing Legal Documents** – Prepare and review estate planning documents, trust agreements, and court pleadings with **attention to detail and precision**.
- **Providing Court Representation as Needed** – Handle probate, guardianship, or estate-related hearings when required.
- **Staying Current with Florida Law** – Keep up with changes in estate planning, guardianship, and probate laws to provide **strategic, up-to-date advice** to clients.
- **Collaborating with a Supportive Team** – Work alongside our **experienced paralegals, attorneys, and administrative staff** to provide exceptional client service.

Who You Are

- Licensed to practice law in **Florida**.
- **Experienced** in Estate Planning, Probate, Guardianship, and Special Needs Planning.
- **A Natural Problem Solver** – You think ahead, anticipate challenges, and provide proactive solutions for clients.
- **Compassionate and Client-Focused** – You understand that estate planning is deeply personal, and you approach every case with **empathy and professionalism**.
- **A Strong Communicator** – You can explain complex legal concepts in a **clear, reassuring, and relatable way** to clients of all backgrounds.
- **Detail-Oriented & Organized** – You manage multiple cases effectively, ensuring **nothing falls through the cracks**.
- **Self-Motivated & Proactive** – You **take initiative**, work independently when needed, and actively contribute to the firm's success.

Why Join Elderly Care Law Firm?

At Elderly Care Law Firm, we believe in **supporting our team as much as we support our clients**. When you join us, you'll enjoy:

- **Hybrid Work Flexibility** – Enjoy the best of both worlds—remote work with the opportunity to connect with clients in person.
- **Meaningful, Impactful Work** – Help families **protect their assets and secure their futures**.
- **Competitive Compensation** – Your skills and dedication will be valued and rewarded.
- **Comprehensive Benefits Package** – Including **health, dental, and vision insurance**, a **401(k) with employer match**, and **generous paid time off**.
- **Professional Growth Opportunities** – We invest in **our team's success** and support ongoing legal education and development.

- **A Supportive and Positive Culture** – We believe in **teamwork, kindness, and making a difference** every day.

How to Apply

If this sounds like the right opportunity for you, we would love to hear from you.

We look forward to welcoming the right person to our team!