# Washington Council of Lawyers

**Public Interest Jobs Clearinghouse**

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**July 15, 2019**

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LEGAL POSITIONS

COUNSEL
COMMITTEE ON NATURAL RESOURCES’ SUBCOMMITTEE ON OVERSIGHT AND INVESTIGATIONS

The Committee on Natural Resources’ Subcommittee on Oversight and Investigations is seeking to fill a Counsel position on the Republican staff. The ideal candidate will have at least three years of experience with a background or strong interest in investigations. Experience in natural resources issues is a plus. Responsibilities include, but are not limited to, staffing Subcommittee and some Full Committee congressional hearings, drafting Subcommittee and some Full Committee correspondence to and from the Executive Branch as well as with outside organizations, depositions/ transcribed interviews, reviewing document productions, research, managing external sources of information, and interacting with various congressional committee and personal offices. Candidates must possess a strong work ethic, superior attention to detail, be self-motivated, work well under pressure, and possess excellent written and oral communication skills. JD required. Prior Hill experience preferred, but not required.

Interested candidates should send a resume and cover letter to NaturalResources.Jobs@mail.house.gov, with “O&I Counsel” in the subject line.

EXECUTIVE DIRECTOR
D.C. LAW STUDENTS IN COURT

About Law Students in Court:

Since 1969, D.C. Law Students In Court’s mission has been to teach and inspire the next generation of law students while providing the highest quality legal representation to the District’s low-income residents. D.C. Law Students In Court (LSIC) has made “equal justice under law” a reality for thousands of our clients each year, and has trained and inspired thousands of lawyers to protect the legal rights of the less fortunate.

LSIC will celebrate 50 years this fall as a nationally recognized leader at training social justice advocates and representing clients in grave legal jeopardy in the District of Columbia. Recent signature achievements of the organization include:
• Excellence in Teaching - A staff of eight full-time faculty teach, supervise, and mentor law students in a clinical program designed to meet American Bar Association standards for clinical training. LSIC’s Housing Advocacy and Litigation Clinic (HALC) and the Criminal Defense Clinic train approximately 45 student attorneys from D.C. area law schools each semester.

• Expanded Client Representation – Physically located in the Landlord and Tenant Branch of D.C. Superior Court, LSIC’s Eviction Defense Services (EDS) is the only legal provider that is open every hour that the Court is open and on Wednesday nights and Saturday mornings. Through EDS and LSIC’s other clinical programs, law students, supervising attorneys, and staff attorneys provide representation to more than 4,000 clients each year and devote nearly 30,000 hours of pro bono legal services.

• Innovations in Justice and Equity – LSIC has a legacy of innovation, developing groundbreaking programs around expungement and immigration, launching a Civil Protection Order Project to represent respondents in intrafamily protection order cases, and pioneering the integration of social work students with clinical legal education.

Position Summary:

LSIC is seeking a new Executive Director to build on a 50-year legacy of passionate and committed legal services, a strong and stable organizational foundation, and a recent expansion and new vision to increase educational programming and legal and social services. Reporting to a Board of Directors and directing a staff of 30, the new Executive Director will lead the organization to and through its next exciting chapter of growth and impact.

The ideal candidate is a passionate and entrepreneurial leader who brings a record of success in organizational leadership, deep experience and understanding of the local legal community, and a commitment to the mission of LSIC.

Responsibilities:

• Vision and strategy: Lead implementation of LSIC’s strategic plan; collaborate with staff, the Board, and key stakeholders to set, meet and exceed clear goals aligned with the organization’s mission

• Team leadership: Manage, train, and mentor LSIC’s dedicated and high-performing team; create a cohesive and collaborative culture

• Operations and financial management: Oversee the successful execution of LSIC’s day-to-day operations, including financial management, reporting, and compliance; strengthen the organization’s internal infrastructure and systems

• Partnership and relationship management: Develop and maintain strong relationships with key stakeholders, including Board members, funders, community partners, staff, local law schools, and the courts

• Fundraising: Meet LSIC’s annual fundraising goals; manage existing funding relationships; generate new revenue from diverse sources

• Communications: Serve as the principal spokesperson and key external leader; proactively build awareness of the organization’s brand, programs, and impact

Requirements:

• Bachelor’s degree required; JD strongly preferred

• 10+ years of senior leadership experience

• Demonstrated passion for and commitment to LSIC’s mission
• A strong and seasoned team leader with a record of leading, mentoring, and developing high-performing teams through growth and change
• A strategic thinker with the ability to translate organizational vision to individual goals, establish clear priorities, monitor implementation of goals, and adapt to changes in circumstances
• Proven track record of creating alliances and strategic partnerships
• Demonstrated aptitude for cultivating and stewarding funding relationships, including experience diversifying funding streams
• Legal clinical experience and a track record of working with law school administration and faculty strongly preferred
• Experience collaborating with and cultivating a volunteer Board of Directors preferred
• Exceptional interpersonal, oral, and written communication skills
• Self-motivated and ability to thrive in a dynamic and fast-paced environment
• A commitment to a high level of personal and professional integrity and humility

How to apply:

Potential candidates may view the complete job description and submit their online application here or see the job description here. All inquiries should be directed to Annie Czerwinski at aczerwinski@leaderfit.org or Shaina Amaya at samaya@leaderfit.org.

TEMPORARY ATTORNEY
CONSUMER FRAUD AND FINANCIAL ABUSE UNIT
LEGAL COUNSEL FOR THE ELDERLY

Legal Counsel for the Elderly has an immediate need to hire a temporary attorney to fill a full-time position with the Consumer Fraud and Financial Abuse Unit.

We are looking for an experienced attorney with direct client experience and who can step into simple litigation in DC Superior Court. The caseload will include foreclosure and debt collection defense and general consumer matters. Prior experience with seniors, foreclosure, or consumer law is a plus but not required. A minimum of 2 years of experience is preferred.

Interested candidates should send resumes directly to Amy R. Mix at amix@aarp.org.

TEMPORARY ATTORNEY
PUBLIC BENEFITS AND GENERAL SERVICES UNIT
LEGAL COUNSEL FOR THE ELDERLY

Legal Counsel for the Elderly has an immediate need to hire a temporary attorney for a full-time position with the Public Benefits and General Services Unit. We are looking for a D.C. barred attorney with direct client experience who is familiar with issues impacting seniors with low income and or people living with disabilities. This person will represent clients in DC Medicaid cases in hearings before the DC Office of Administrative Hearings. The caseload will include Long Term Care Medicaid denials, terminations and reductions in personal care aide services as well as other general Medicaid and public benefits matters. DC bar required. Prior experience with seniors, Medicaid, health care or disability law is preferred but not required. A minimum of 2 years of experience providing direct services to clients in a clinic, legal services, or public interest setting preferred. Spanish speaking and writing ability a plus.
Interested candidates should send resume, a 3-5 page writing sample and 3 references directly to Tina Nelson, (tsnelson@aarp.org). Please feel free to share this posting with your networks.

ATTORNEY
REMOVAL DEFENSE PRACTICE
GROSSMAN YOUNG & HAMMOND, LLC

Nationally recognized, family-friendly, and established full-service immigration law practice, located in Bethesda, Maryland, is seeking an experienced Attorney to lead the Firm’s removal defense practice.

The ideal candidate is a team player, who thrives working in a collegial environment, and is passionate about advocating for immigrant rights. Must have proven litigation experience (federal court experience a plus), excellent organizational skills, superior writing ability, and precise attention to detail. The candidate is a creative thinker, articulate, has a can-do attitude, and is intellectually curious.

Responsibilities include managing a team of paralegals and an associate attorney in order to support client case work and litigation, representing clients before the immigration courts and federal agencies in a variety of complex immigration matters, assisting the Firm’s managing partner in the preparation of legal briefs and memoranda, as well as servicing high-profile and sensitive cases, and developing and improving best practices and procedures to contribute to the Firm’s efficiency and overall success, among other responsibilities.

Spanish language skills required.

Grossman Young & Hammond, LLC offers a competitive salary, excellent benefits and ample opportunity for professional growth.

Interested candidates should send their resume and cover letter to employment@grossmanyoung.com.

For more information on our firm, please visit our website at www.grossmanyoung.com.

SUPERVISING OR STAFF ATTORNEY
PUBLIC BENEFITS LAW UNIT
LEGAL AID SOCIETY OF THE DISTRICT OF COLUMBIA

The Legal Aid Society of the District of Columbia seeks a Supervising Attorney or Staff Attorney for its public benefits law unit. Legal Aid was formed in 1932 to “provide legal aid and counsel to indigent persons in civil law matters and to encourage measures by which the law may better protect and serve their needs.” Legal Aid is the oldest general civil legal services program in the District of Columbia. The largest part of our work is comprised of individual representation in housing, domestic violence/family, public benefits, and consumer law. From the experiences of our clients, we identify opportunities for law reform, public policy advocacy, and systemic reform litigation. For more information about Legal Aid please visit our website, www.LegalAidDC.org, and our blog, www.MakingJusticeReal.Org.

Tasks and Duties:

Legal Aid has a broad and energetic public benefits practice. The public benefits law unit helps families and individuals who have been denied, terminated from, or had reduced essential safety net benefits such as Food Stamps (or SNAP), Supplemental Security Income (SSI), Social Security, Temporary Assistance for Needy Families (TANF), Medicaid, and DC Alliance. Our public benefits attorneys represent and advise clients in matters
before federal and local agencies, including the D.C. Office of Administrative Hearings, and engage in systemic advocacy on behalf of our client community.

A Supervising Attorney would co-supervise the public benefits law unit staff while handling an individual caseload, providing management assistance, working on policy advocacy, supervising intakes, and helping to shape the direction of Legal Aid’s public benefits law unit.

A Staff Attorney would handle a caseload of public benefits cases (including ones involving access to public benefits for non-citizens), conduct intake, and engage in community outreach, policy advocacy, and systemic reform efforts. He/she will be based out of Legal Aid’s main NW office but will also help staff intake at its community offices in SE Washington, D.C. and/or at community-based organizations that serve immigrants.

**Qualifications:**

The ideal candidate for either position will have the following:

- Strong legal, organizational, oral and written communication, and leadership skills;
- The ability to work collaboratively with Legal Aid staff, legal and social services providers in other organizations and representatives of federal and District government agencies;
- Legal experience in public benefits work and/or immigration work a plus;
- Litigation experience a plus;
- A demonstrated commitment to social and economic justice; and
- Bilingual Spanish skills strongly preferred but not required.

The ideal Supervising Attorney candidate will also have significant experience in legal services, preferably in public benefits law, and prior supervisory experience.

Membership or eligibility for membership in the DC bar is required.

**Salary and Benefits:**

The attorney will be paid in accordance with Legal Aid’s attorney salary scale. Legal Aid also offers a competitive benefits package.

**To Apply:**


Legal Aid values an inclusive, diverse workplace and encourages applications from all interested persons of any race, color, religion, sex, national origin, age, physical or mental disability, veteran status, sexual orientation, gender identity or expression, marital status, personal appearance, family responsibilities, matriculation, political affiliation, genetic information, or any other legally protected status. We strongly encourage applications from people with personal experience with the criminal justice system and/or with lived experiences in the communities we serve. Applications will be reviewed as they are submitted. Position remains open until filled.
IMMIGRATION LAWYER
IMMIGRANTS FIRST

Our vibrant, busy immigration law practice in Manassas, VA is seeking to hire an immigration lawyer for a beginning to mid-level position.

Seeking a lawyer who:

- Has Spanish fluency (strongly preferred)
- Has experience in immigration law (preferred, and will train)
- Is an excellent researcher and writer
- Is a good communicator with clients, in court and public meetings
- Presents a professional image
- Is cooperative, respectful and a team-player
- Can multi-task and respond to emergent situations (such as a client being arrested/facing deportation)
- Has willingness to devote the effort needed to do quality work - this is more than a job - it is a calling, a mission, a passion

For more information, please contact:

Lisa Johnson-Firth, lisa@immigrantsfirst.com

STAFF ATTORNEY/CHIEF COUNSEL
AMERICAN BAR ASSOCIATION COMMISSION ON IMMIGRATION

The ABA Commission on Immigration seeks to hire a Staff Attorney to manage its detainee hotline and engage in broader advocacy efforts. The successful candidate should have at least four years of removal defense experience in a detention setting and be fluent in Spanish. Strong written and verbal communication skills are required. The ABA Detainee Hotline was established during the drafting of the 2000 National Detention Standard on Telephone Access and has been in service since early 2002. The hotline is available free of charge from all Immigration and Customs Enforcement (ICE) facilities across the country and provides a variety of services including information on relief from removal, communication with consulates, internet searches, and complaints about conditions of detention and the mistreatment of individuals in detention.

Does substantive legal work and may manage a grant funded project or provide substantive support to an ABA entity. May manage that entity. May be supervised by another attorney and frequently supervises more junior attorneys and/or other staff. Includes legal research, writing, speaking, provision of technical assistance, and may include grant development and/or fundraising.

Principal Duties and Responsibilities:

- Conduct research and write speeches, memoranda, articles, frequently for publication.
- Provide substantive advice, information and make policy recommendations. Serve as principal ABA expert on a substantive area of law or public policy. Includes contacts with government entities and with the media.
- Give presentations and/or teach on legal and public policy issues. Act as a consultant designing substantive content of events, developing model documents, and conducting trainings.
• Manage substantive/legal project aspects. Oversee research, report-writing, and publication. Coordinate or support member sub-groups and coordinate with external constituencies. Manage consultants, interns/externs.
• Analyze laws, regulations, court rules and policies/policy proposals; prepare memoranda of law or on public policy; provide legal counsel.
• Research, draft, write, review and critique legislative/rule/policy or regulatory text. Manage policy adoption process.
• Secure outside funding; write grants; deal with grantmakers.
• Other duties as assigned.

Job Requirements: JD Required

Experience:

JD and admission to the bar in at least one jurisdiction. At least 4 years working in relevant specialized area of law. High level of skills at legal writing and research, oral and written communications, and organizational skill. Substantial experience in policy analysis.

To Apply:

Apply online.

STAFF ATTORNEY
NATIONAL EMPLOYMENT LAW PROJECT

The National Employment Law Project (NELP) seeks a dynamic and skilled Attorney to join our Work Structures team and Legal Department to advance NELP’s programs, legal work, and policy campaigns. NELP envisions an America in which work brings dignity and economic security to all. NELP’s Work Structures team aims to reverse the trend towards “nonstandard” work as a key driver of eroding labor standards, rising income and wealth inequality, persistent structural racism and occupational segregation and the shifting of power away from workers and toward corporations. NELP’s Legal Department aims to provide national leadership across all of NELP’s program priorities, with a special emphasis on federal rollbacks on workers’ rights at the federal and state levels, combatting coercive waivers of worker rights and access to courts, and organizing the legal community to be strategic in support of worker campaigns to build worker power and combat racism in jobs and access to jobs.

Who We Are:

NELP is a national non-profit with offices in New York, Washington, D.C., Berkeley, and Seattle, promoting federal, state, and local policies designed to ensure that all workers—particularly people of color, women and the unemployed—can achieve and sustain economic opportunity and security through their labor. These include policies to improve the quality of low-wage jobs, strengthen access to work and mobility within work, create and enforce strong labor standards and rights, and improve benefits and services for the unemployed. NELP believes that we will achieve our mission only when we have dismantled structural racism, addressed income inequality, and built worker power. In collaboration with national and grassroots partners, NELP advances its work through research, advocacy, litigation and policy support and technical assistance designed to raise wages, end wage theft and workplace violations, ensure safe and healthy workplaces, strengthen unemployment insurance and workers’ compensation, secure employer accountability, expand employment of people with arrest and
conviction records, and promote a comprehensive policy framework to build a good jobs economy. For more information, see www.nelp.org.

As advocates for workers’ rights, including the right to organize and bargain over working conditions, bargaining unit staff at NELP are members of Local 2320, UAW.

What You Will Do:

You will work in conjunction with NELP’s staff of lawyers, policy and program experts, researchers, and strategic communications experts. The Work Structures team and Legal Department partner with lawyers, grassroots organizing groups and reformers to test new models and promote policies in the states and cities that will respond to the pressing issues of the U.S. labor market, and protect and promote worker rights nationally in the courts and at the federal level. Your work will include supporting the following:

- Developing innovative policies and providing campaign support to raise standards and build worker power for subcontracted workers at the federal, state and local levels, with a particular focus on policies directed towards dismantling structural racism, building worker power, and addressing extreme income inequality;
- Deepening our racial equity framework and strategies, as we bolster workers’ rights nationally, and combat the growing practice by employers, particularly in low-wage sectors where people of color are overrepresented, of using complex employment structures and misleading titles like “independent contractors” to push the costs of doing business or business uncertainty onto workers;
- Increasing the public’s understanding of who and what is driving the trend towards fissuring of work, and what its impact is;
- Providing state partners with technical assistance and capacity-building support;
- Fighting back against rollbacks of core labor and employment rights at the federal, state and local levels, in legislatures and in the courts; and eliminating loopholes that exclude immigrants, people of color, and contingent and temporary workers from core protections.

You will be based in NELP’s Washington, D.C., New York City, or Berkeley, CA, office and will be responsible for the following:

- Supporting NELP’s policy work and campaigns with key constituencies, allied organizations, and policymakers;
- Providing legal, policy and strategic support for campaigns at the federal level and across the country, including drafting model legislation or comments on regulatory proposals, policy and legal briefs, and legal analysis;
- Representing NELP in public forums, legislative and agency hearings, and in the media;
- Drafting amicus briefs, reports, op-eds, blogs and educational materials, and engaging in strategic communications;
- Tracking and reporting on key legislative, regulatory, and legal developments in priority workers rights areas.
- Engaging in a workplace culture where all team members grow and develop professionally; and
- Actively contributing to NELP’s work in becoming an anti-racist organization that reflects and embodies internally the values of social justice, diversity, and inclusion.

Who You Are:

You have a J.D. Degree, with 1-5 years of experience. You must be eligible for admission to the bar in the jurisdiction in which the position is filled. The ideal candidate would have many of the following characteristics,
though we will not rule out otherwise qualified candidates simply because they do not satisfy all the items described below:

- You have advocacy, legal, and research experience promoting labor and employment rights, civil rights and racial justice, or other social or economic justice issues.
- You have strong experience and a demonstrated commitment to developing and applying an equity framework to programmatic and policy work.
- You have excellent written and oral communication skills and are able to create materials for a wide range of audiences.
- You are skilled at aggregating and synthesizing complex information and concepts.
- You are strategic and a clear-headed thinker and doer who is able to manage multiple projects simultaneously.
- You have experience working in an advocacy organization or public agency focused on labor law and policy, labor unions, or workers’ rights.

Start Date, Location, Compensation and Benefits:

This position will be based in New York City, Washington D.C., or Berkeley, CA. Start date will be as soon as possible. Classification and compensation for NELP bargaining unit positions is commensurate with relevant experience and education and based on NELP’s collectively bargained scale. The 2019 salary range for a Staff Attorney with 1-5 years’ experience is $61,200 to $69,900. Compensation also includes an excellent benefits package, including student loan repayment assistance for qualifying participants. This position is in NELP’s bargaining unit, represented by National Organization of Legal Service Workers, UAW Local 2320.

To Apply:

Submit your cover letter, résumé, two writing samples (one legal brief and one policy or non-legal audience piece) and three references to: http://bit.ly/WorkWithNelp, choosing the “Staff Attorney” option under position. If you have questions regarding this announcement, please forward those to nelp@nelp.org, noting “Work Structures and Legal Department Staff Attorney – Application” in the subject line. No phone calls or other email inquiries please. We will consider applications on a rolling basis. Applications due by July 26, 2019. Please indicate in your materials where you learned of this position.

NELP is a 501(c)(3) non-profit organization and an equal opportunity, fair chance, affirmative action employer, committed to building a diverse and inclusive workforce. All qualified applicants will be considered for employment without regard to race, color, creed, national origin, sex, age, disability, marital status, sexual orientation, military status, prior record of arrest or conviction, citizenship status, current employment status, or caregiver status.

STAFF ATTORNEY
MARYLAND CENTER FOR LEGAL ASSISTANCE

The Maryland Center for Legal Assistance, LLC, (MCLA) a wholly owned subsidiary of Maryland Legal Aid, announces the availability of a staff attorney position at the Maryland Court Self-Help Center in Frederick, Maryland.
**Job Description:**

The attorney will primarily provide legal assistance to self-represented litigants in connection with civil cases before District and Circuit Courts, including Landlord and Tenant Matters, Civil Claims, Expungement and Shielding of Records, Consumer Matters, Return of Property, Domestic Violence/Peace Orders, Custody, Divorce, Child Support, and Guardianship. Legal services to self-represented litigants will occur via walk-in assistance, phone calls, and live chat assistance, or as requested by the Court.

**Hours and Location:**

While this position is primarily located at the Court Self-Help Center's Frederick location, the attorney will be called upon to support the Maryland Courts Self-Help Center in Annapolis as well as the District Court Self-Help Centers in Glen Burnie, Baltimore City, Upper Marlboro, and Salisbury. Frederick Court's Self-Help Center and other walk-in locations operate from 8:30am to 4:30pm, Monday through Friday.

**Minimum Qualifications:**

Admitted to the Maryland Bar with one-year or more civil litigation experience. Experience in a clinic or clerkship will be considered. Excellent organizational, communications, and interpersonal skills required. Fluency in Spanish strongly preferred.

**Salary:**

Based on experience, starting in the low to mid-50s.

**To Apply:**

Apply here: [http://www.mdcla.org](http://www.mdcla.org)

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**PRO BONO COORDINATING ATTORNEY (IMMIGRATION)**

**CATHOLIC CHARITIES OF THE DIOCESE OF ARLINGTON**

Catholic Charities of the Diocese of Arlington seeks a full-time Pro Bono Coordinating Attorney for its Hogar Immigrant Services legal program. Hogar Immigrant Services offers a wide range of services at little or no cost to a vulnerable immigrant population, without regard to religious or ethnic identity. Our goal is for immigrants to achieve self-sufficiency and participate fully as productive members of American society.

The Pro Bono Coordinating Attorney will develop and oversee Hogar’s pro bono legal services, leveraging the interest and skills of volunteer attorneys to provide additional legal representation in family-based and humanitarian immigration matters such as asylum cases, U or T visas, Special Immigrant Juvenile Status, removal defense, and others. This includes recruiting pro bono attorney volunteers, assigning appropriate cases to pro bono attorneys, and providing guidance and mentorship to pro bono attorneys throughout the duration of each case.

**Additionally, the Pro Bono Coordinating Attorney will:**

- Conduct outreach and recruit potential pro bono attorney volunteers, in coordination with the Volunteer Coordinator for Newcomer Services
• Design and present training materials for pro bono attorneys with varying levels of prior experience in immigration law
• Develop and maintain up-to-date sample filings and other materials
• Maintain pro bono client files
• Provide technical assistance to pro bono attorneys throughout the duration of each case
• Conduct client consultations, identify cases appropriate for pro bono representation, and maintain a small caseload of clients for direct representation
• Participate as needed in agency and program-wide data collection, fundraising, training, and strategic planning
• Participate on a periodic basis in day-long weekend naturalization workshops

Prerequisites for the Position:

• Juris Doctor degree and admission to the bar of any state
• Minimum of two years of experience practicing family-based and/or humanitarian immigration law; experience with removal defense preferred
• Familiarity with private law firm and corporate pro bono culture
• VA Bar preferred
• Proficiency in Spanish and English (writing and speaking) preferred
• Ability to both multitask and work independently to manage a substantial workload with deadline pressures
• Competence in communicating and interacting with others of diverse cultural, geographic, and economic backgrounds in a professional and compassionate manner, including interacting with individuals experiencing substantial levels of emotional, physical, financial, or other hardship
• Ability to use basic Microsoft Office programs and online case management software
• Commitment to the mission and goals of Catholic Charities Hogar Immigrant Services

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Apply online here

GUARDIAN AD LITEM STAFF ATTORNEY
CHILDREN’S LAW CENTER

Children’s Law Center (CLC) invites applications for full-time staff attorneys to work with the Guardian ad Litem program to begin Summer/Fall 2019. Start dates are subject to change.

Children’s Law Center fights so every child in DC can grow up with a loving family, good health and a quality education. Judges, pediatricians and families turn to us to advocate for children who are abused or neglected, who aren’t learning in school, or who have health problems that can’t be solved by medicine alone. With nearly 100 staff and hundreds of pro bono lawyers, we reach 1 out of every 9 children in DC’s poorest neighborhoods – more than 5,000 children and families each year. And, we multiply this impact by advocating for city-wide solutions that benefit all children.
Responsibilities:

Lawyers in our Guardian ad Litem program represent children who are the subject of abuse and neglect cases in DC’s Family Court. CLC attorneys advocate for DC’s abused and neglected children, fighting to find safe homes and ensure that children receive the services they need to overcome the trauma that first brought them into the child welfare system.

CLC is committed to providing high quality representation. To achieve this goal, new attorneys participate in an intensive training course before representing clients and receive close supervision during their first year of practice. In addition, CLC maintains reasonable caseloads and provides ongoing training opportunities for all attorneys.

Staff attorneys work closely with CLC social workers, investigators and special education attorneys to advocate, formally and informally, to advance the best interests of clients with regard to their safety, permanency, physical and mental health and education.

Requirements and Qualifications:

- Bar admission in any jurisdiction required by start date
- Immediate eligibility to waive into DC Bar required by start date
- DC Bar membership required within 360 days of start date
- Valid Driver’s license
- Spanish a plus
- Commitment to working with low-income clients
- Cultural humility
- Persistence
- Ability to spot issues
- Ability to problem solve and think creatively
- Strong independent judgement and decision-making
- Excellent interpersonal skills (building rapport, gathering information, teaming)
- Ability to multi-task
- Good time management and work/life balance
- Self-reflective, open to feedback and supervision

Applications will be considered on a rolling basis. No telephone calls please. Send resume, cover letter, three references and writing sample (see instructions below) via email to:

Guardian ad Litem Staff Attorney Search Committee
Children’s Law Center
501 3rd Street NW
Suite 800
Washington, DC 20001
jobs@childrenslawcenter.org

Children’s Law Center has a commitment to diversity, inclusion, and cultural humility. Our aim is to maintain an inclusive, respectful and equitable workplace and ensure all employees are culturally competent in order to most effectively achieve our mission and secure the best possible outcomes for our clients.
Writing Assignment
GAL Attorney Hiring 2019

**Assignment:** You are the guardian *ad litem* (GAL) for Janay Jackson; you have been appointed by the court to represent Janay’s best interests in an abuse and neglect case. Please draft a portion of a GAL report to the court based on the information provided. Do not worry about formatting or case captions. **The submission should be no more than 5 pages, double-spaced, with 1-inch margins.** You can add any details that would keep the story consistent. Outside research is not necessary or expected to complete the assignment; you are not expected to cite to any statutes, case law, or regulations. **Please include your submission in your application materials.**

**The Facts:**
Janay Jackson is 14 years old. Janay resided with her grandmother from ages 2 through 13, during which time her mother, Crystal Jackson, was periodically incarcerated. Janay’s grandmother passed away from cancer when Janay turned 13, and Janay began living with her mother. Three months ago, Janay was removed from Ms. Jackson’s home after her mother, while high on PCP, chased her with a bat into the street, and Janay flagged down a police officer. Janay has been in two different foster homes since her removal – she was first placed in a licensed foster home with a stranger for about 3 weeks. Then, her maternal aunt, Mia Robinson, became a foster parent, and Janay has been placed with her since that time.

At the initial hearing three months ago, the court ordered the Child and Family Services Agency (CFSA) to refer Janay to therapy. The social worker referred Janay to an agency which provides mental health services, Children First. Janay was evaluated at Children First about 6 weeks ago, which recommended individual therapy. Children First says they have a wait list for therapists, and they will link her with the first therapist available. You had requested that Janay be linked with a therapist specializing in grief and loss. The social worker says she has had good experiences with Children First and that if they change to another mental health agency, it may be the same waitlist. Janay has not started therapy yet. She has told you that she wants to participate in therapy. Since she was removed from her mother’s care, Janay has been acting out at school and in her aunt’s home. She routinely misses curfew and talks back to her aunt. Her aunt suspects that she may be smoking marijuana and is concerned. At school, Janay has been suspended twice for cursing out her teachers. She has also been cutting class and refusing to do her homework. Janay has told you that she does not like living with her aunt because she is too strict and constantly tells Janay if she does not clean up her act, she will end up like her mother. She denies using marijuana and says her aunt is just paranoid.

At the initial hearing, the court ordered Janay and Ms. Jackson to have supervised weekly visits. Janay and Ms. Jackson had a couple of visits at the beginning of the case. Then a warrant was issued for Ms. Jackson’s arrest in a different criminal case, and Ms. Jackson stopped coming to visits. Ms. Jackson’s whereabouts are currently unknown. Janay has not seen Ms. Jackson in about two months. Janay misses her grandmother and mother and wants to return to her mother’s care.

There is a court hearing coming up in this case. You are drafting a GAL report to update the court on what has happened since the initial hearing and to make recommendations regarding what is in Janay’s best interests. Include any information and make any recommendations that you think are needed to advance your client’s best
interests. Such information and recommendations may encompass education, mental health services, placement, and any other information relevant to Janay and her family.

JD/BAR NOT REQUIRED

EXECUTIVE DIRECTOR
NATIONAL ASSOCIATION OF WOMEN JUDGES

The National Association of Women Judges (NAWJ) is the leading voice for women in the judiciary. Since its formation in 1979, NAWJ has been a dynamic gathering of women and men judges who are dedicated to preserving judicial independence while increasing the number and advancement of women judges and providing cutting edge judicial education.

NAWJ's mission is to promote the judicial role of protecting the rights of individuals under the rule of law through strong, committed, diverse judicial leadership; fairness and equality in the courts; and equal access to justice. NAWJ also forms the United States chapter of the International Association of Women Judges (IAWJ).

NAWJ was founded by two visionary women - Justice Joan Dempsey Klein and Justice Vaino Spencer – and has always been comprised of members and leaders from every racial and ethnic demographic, all ages, every geographic region and every level of court, including trial, federal, appellate, tribal and administrative judges. From NAWJ’s inception, our leaders and members have always been very inclusive, and ethnically and racially diverse. NAWJ was instrumental in the passage of the original Violence Against Women Act and the creation of state and federal gender bias task forces. Among its cutting-edge programs is a robust Women in Prison project, dedicated to improving conditions, programming and reentry success rates for women in state and federal prisons. NAWJ has spearheaded many other groundbreaking programs to increase inclusiveness in the practice of law, including the Color of Justice and MentorJet Projects. NAWJ founded the iconic Informed Voters Project, a voter education project founded and taught by judges, which includes an Emmy-winning PSA featuring Supreme Court Justice and NAWJ member Sandra Day O’Connor, “Fair and Free.”

Role of the Executive Director:

The Executive Director is the key management leader of NAWJ and reports to the President, Executive Committee, and Board of Directors. The Executive Director is responsible for ensuring NAWJ’s consistent achievement of its mission, organizational and financial stability, legal compliance and function.

Professional Qualifications:

Education:

- Bachelor’s degree required. Juris Doctor or other graduate degree preferred.

Leadership, Organizational and Administrative Experience:

- Prior legal experience and management of law-related non-profit strongly preferred.
• Demonstrated commitment to and an affinity for issues affecting women and children and issues involving the justice system.
• Ability to manage complex organization efficiently.
• Attract and retain membership, increase financial resources and organize complex social and professional events, with strong attention to detail.
• Supervise, motivate and coach staff members and oversee contracts with outside vendors (currently one full-time in-house employee and contracts with the National Center for State Courts, accounting firm and conference manager.
• Ability to take initiative, identify and solve problems proactively.

Resource Development Expertise:

• Demonstrated non-profit fundraising experience.
• Successful grant-writing experience.
• Develop and manage funding sources unique to non-profits.
• Maintain and cultivate strong donor relations.

Public Relations and Media Relations:

• Draft and disseminate press releases.
• Develop and maintain media contacts.
• Manage use of technology and social media.

Communications Skills:

• Excellent verbal and written skills.
• Strong inter-personal skills; ability to interface and engage with diverse donor, volunteer, staff, and professional groups in a positive and effective way.

General Responsibilities (including but not limited to):

Fundraising, Budgeting, and Implementing Financial Controls

• Responsible for budgeting and achieving annual fundraising goals.
• Carry out financial aspects of NAWJ’s strategic plan and long-range financial sustainability, including: soliciting conference sponsorships, writing grants, and multi-year commitments to support the organization’s mission.
• Develop and cultivate long-term relationships with the Resource Board, and other donors.

Organizational Management and Efficiency

• Oversee hiring and management of staff.
• Manage all vendors and contractors.
• Maintain oversight over NAWJ’s media and communications.
• Handle day-to-day operations, including conference planning, national education programs, media programs, and management of committees.
• Maintain consistent communication with the President of NAWJ and close contact with the Executive Committee, Board of Directors, Resource Board, Conference Chairs, and Committee Leadership.
• Attend and support all Executive Committee and full Board meetings. Understand and execute all notes, contracts, agreements, and other instruments made and entered into and on behalf of NAWJ.

Mission Directed Activities

• Provide motivational and visionary leadership to ensure NAWJ’s policies, procedures and activities are congruent with its mission and vision.
• Oversee annual and midyear conferences, including RFP of future sites and venues, adhering to streamlined budget, educational activity planning, liaison with regional conference planning co-chairs, and liaison with Friends Committees.
• Maintain oversight and provide administrative support for all approved national projects and programs.
• Assist in production of NAWJ’s educational and scholarship programs and materials.
• Coordinate with the 14 geographic districts of NAWJ to carry out regional programming activities.
• Serve as spokesperson, in conjunction with NAWJ officers and Board members, to promote NAWJ’s mission.
• Engage actively and visibly with the community and maintain close working relationships with other professional, civil and private organizations in support of the NAWJ mission.
• Travel as required based on needs of the organization.

Membership Development, Management and Interface

• Ensure the proper infrastructure.
• Maintain the integrity of accurate membership data, including dues and biographical information.
• Develop and implement strategy to retain existing members and increase membership.

Compensation:

NAWJ offers a competitive salary and comprehensive benefits package.

To Apply:

Please direct inquiries and applications by July 31, 2019, including resume, a letter of interest, and list of professional references to: NAWJexecdirectorsearch@gmail.com

In addition, please submit a written vision statement of no more than 500 words describing what unique skills, perspective and experience you would bring to NAWJ.

NAWJ is an equal opportunity employer. Applications are evaluated on the basis of job qualifications and not race, sex, color, disability, national origin, religion, creed, age, ethnicity, marital status, sexual orientation, gender expression, gender identity, citizenship or authorized alien status, or veteran status, or any other basis protected by law.

LEGAL AND POLICY DIRECTOR
INTERNATIONAL LABOR RIGHTS FORUM

The International Labor Rights Forum is a human rights organization that promotes dignity and justice for workers in the global economy. We hold global corporations accountable for labor rights violations in their supply chains and advance policies and laws that protect workers, in close collaboration with grassroots worker organizations around the world. More information about ILRF is available at www.LaborRights.org.
The Legal and Policy Director will conceptualize, guide, and execute ILRF’s legal and policy advocacy across programs. A successful candidate will have broad experience working independently and within coalitions to advance workers’ rights in corporate supply chains, trade policy, and government procurement. Deep knowledge of US policy-making processes and actors, intricate familiarity with trade and labor policy mechanisms, and experience leveraging those mechanisms to advance workers’ rights is a must. The position requires excellence in articulating clear and coherent advocacy positions on complex policy issues related to social justice and workers’ rights in presentations, meetings, and in writing and in coordinating staff project teams and coalition building.

Responsibilities:

- Develop, guide, and carry out ILRF’s legal and policy advocacy strategies across the organization and provide policy advocacy leadership in various coalition-based advocacy campaigns
- Utilize existing complaint mechanisms (GSP, OECD, FTAs, etc.) in support of ILRF’s strategic campaigns, writing and filing complaints and preparing testimony as needed
- Maintain and strengthen ILRF’s leadership and innovation in testing and improving trade and development policy advocacy mechanisms
- Write and publish ILRF policy and issue briefs on selected topics, including transparency laws (due diligence), arbitration mechanisms, and the Tariff Act
- Represent ILRF in select DC-based policy roundtables (e.g. ICAR, OECD NCP advisory group, and others)
- Advise ILRF staff on legal issues and advocacy strategies and review a variety of written materials before publication
- Raise funds to sustain current programs and develop new projects and write grant proposals and reports in a timely manner

Qualifications:

- Excellent writing and legal research skills
- Ability to conceptualize, manage, and raise funds for policy advocacy programs
- Demonstrated capacity to analyze and utilize various policy levers to advance workers’ rights
- Ability to coordinate and build team strategies with ILRF staff, allies, and partners
- Ability to train and supervise staff
- Strong public speaking skills
- Diplomatic acumen and excellent judgment in managing and building relations among policy-makers and other key actors
- Experience working with U.S. policy makers, trade unions, and/or human rights advocacy organizations
- Strong understanding and experience advocating for trade policy to advance labor rights globally and/or corporate accountability policies
- Knowledge of legal and policy issues pertaining to forced labor in international labor standards and corporate policies
- Law degree or equivalent experience in legal and policy analysis
- Enthusiasm for travel domestically and internationally to represent ILRF publicly and to build ILRF’s networks and alliances

Employment status:

Full-time, exempt, management. **Supervisor:** Executive Director.
Compensation:

The salary range for this position is $78,000 - $90,000, depending on experience. ILRF has an excellent benefits package and provides 100% employer-paid health insurance.

Location: Washington, D.C.

To apply:

Send cover letter, resume, a legal/policy writing sample, and a copy of a persuasive article/op-ed for a lay audience to employment@ilrf.org. The position is open until filled.

ILRF is an equal opportunity employer and actively recruits women, people of color, persons with disabilities, and persons with diverse gender and sexual identities.

**NEPA ADVOCATE**

**EARTHJUSTICE**

Earthjustice is the premier nonprofit environmental law organization. We take on the biggest, most precedent-setting cases across the country. We wield the power of law and the strength of partnership to protect people’s health; to preserve magnificent places and wildlife; to advance clean energy; and to combat climate change. We partner with thousands of groups, supporters, individuals and communities to engage the critical environmental issues of our time and bring about positive change. We are here because the earth needs a good lawyer.

Founded in 1971, Earthjustice has a distinguished track record of achieving significant, lasting environmental protections. We achieve this by hiring people who share a passion for justice and a healthy environment. Our headquarters are in San Francisco with offices in Anchorage, Juneau, Los Angeles, Tallahassee, Miami, Chicago, Honolulu, New York, Philadelphia, Denver, Seattle, Bozeman, and Washington, DC.

This position provides legislative and administrative strategy development and implementation to defend the National Environmental Policy Act (NEPA) and to handle other issues (e.g., border wall, infrastructure) as assigned by Supervisor.

Responsibilities:

**Lobby Strategy Development and Implementation:**

- Track legislation and policy initiatives relating to assigned issues.
- Perform policy and legislative analysis.
- Work with Legislative Director, and when warranted other internal partners, to develop positions on relevant legislative and administrative actions.
- Develop and implement legislative and administrative advocacy strategies relating to assigned issues.
- Directly lobby Congress and the Administration.
- Create and maintain relationships with key congressional offices, including relevant committees of jurisdiction and congressional leadership.
- Educate Congress and the Administration on key legal challenges and rulings.
- Develop lobby and education materials, including but not limited to fact sheets, letters, action alerts, and blogs.
• Collaborate with the Earthjustice Communications Department and/or media consultants to develop media strategies and serve as an Earthjustice spokesperson on assigned issues.
• Develop creative strategies in key geographic regions and with key constituencies to help further advocacy efforts on assigned issues.
• Serve as a liaison with Earthjustice litigation staff working on assigned issues.
• Brief Earthjustice development staff, donors, and trustees on assigned issues as requested.
• Manage projects and other efforts performed on assigned issues by Assistants, Interns, Contractors or others.

Coalition and Partnerships:

• Represent Earthjustice in coalitions and with allies on assigned issues.
• Cultivate and sustain allies, thoughtful partnerships, and coalitions in support of assigned issues.
• Create opportunities for partners and allies to engage in advocacy on assigned issues and to be engaged in strategy development as appropriate.
• Coordinate briefings, seminars, and informational sessions with partners as well as support partners’ traditional and social media outreach as appropriate.

Internal Coordination and Administration:

• Represent the Earthjustice Policy and Legislation (PAL) team in internal working groups related to assigned issues.
• Ensure that PAL Vice President, Legislative Directors, and other PAL lobbyists are aware of work you are doing that may impact their work, etc.
• Act as a team player, including assisting other PAL lobbyists when time-pressed to complete actions on their assigned issues.
• Coordinate with other PAL lobbyists on shared legislation or crosscutting issues.
• Participate and contribute in strategy meetings on possible or pending litigation bound to impact advocacy efforts on assigned issues.
• Contribute to Earthjustice’s Diversity, Equity and Inclusion (DEI) mission through involvement in trainings and internal working groups.
• Ensure timely submission of attendance, time accounting, and reimbursement requests.

Qualifications:

• Three or more years of experience with the legislative process.
• Bachelor’s degree.
• JD preferred.
• Familiarity with the administrative rulemaking process.
• Familiarity with the legislative process.
• Three or more years of experience with the legislative process.
• Commitment to serving the public interest and passion for Earthjustice’s mission.
• Ability to handle multiple tasks, projects, and deadlines.
• Detail oriented and good organizational skills.
• Excellent writing and oral communications skills.
• Proven ability to work in coalitions and with allies.
• Experience in working with traditional and social media.
• Proven ability to work independently and proactively.
• Demonstrates an awareness and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds, and orientations.
• Contributes to the creation of a diverse, equitable and inclusive work culture that encourages and celebrates differences.
• Spanish language fluency a plus.
• We offer a competitive salary and excellent benefits that are comprehensive and competitive. We also offer an extremely congenial work environment and a casual dress code.

To Apply:

Interested candidates should submit the following online via the Jobvite system: https://earthjustice.org/about/jobs/38025/nepa-advocate

• Cover letter
• Resume
• Applications will be reviewed on a rolling basis.

Please reach out to jobs@earthjustice.org if you are having technical difficulties submitting your application. No phone calls, drop-ins, or hard copies.

Earthjustice is driven by a passion for justice, partnership and excellence. Our core values lead us to seek a broad range of perspectives and backgrounds to achieve our mission and to maintain an inclusive environment where all staff are valued and respected. As an equal opportunity employer, we are committed to employment practices that ensure that employees and applicants for employment are provided with equal opportunities without regard to race, color, national origin, ancestry, sex, age, religion, physical or mental disability, medical condition, veteran status, marital status, pregnancy, sexual orientation, gender identity, gender expression, genetic information or any other factor that is not related to the position.

CONSUMER PROTECTION ADVOCATE
U.S. PIRG

U.S. PIRG seeks a Consumer Protection Advocate to uncover unsafe products, unfair practices, or exploitative policies that leave consumers vulnerable in the marketplace. We’re looking for an experienced political advocate to be responsible for campaign development, media outreach, coalition-building, advocacy, and coordinating among our state affiliates; fundraising; as well as staff recruitment and development.

Too often in the pursuit of economic growth, products, technologies, and practices that put consumers health, safety, or well-being at risk are brought to market. In just the last few years, Equifax exposed private personal and financial information of 147 million people, VW defrauded consumers when they cheated on diesel air quality standards, the nuclear industry won multi-billion dollar ratepayer bailouts, Wells Fargo created millions of fake customer accounts, while loopholes have let unsafe drugs hit the market, killing some patients. Even well-informed consumers will struggle to navigate all of these problems, and that is where the PIRG Consumer Watchdog comes in.

For more than 40 years, U.S. PIRG has been a national leader in alerting consumers to the threats in the marketplace by advocating for policy solutions, developing consumer guides to help the public protect themselves, and shifting the marketplace so it protects consumers first. Our work has lead to more than 150 unsafe toys being recalled due to our annual watchdog report. We helped establish identity theft protections in
49 states. And, we helped create the Consumer Financial Protection Bureau, reforming Wall Street and reining in abusive practices in the financial marketplace.

**Key responsibilities of the Consumer Protection Advocate Include:**

**Media Outreach:** Serve as the spokesperson for our campaigns through media events, press releases and opinion writing. Keep abreast of consumer issues, raise the profile of consumer issues in the media.

**Coalition Building:** Build relationships, coordinate and mobilize support with key constituencies, including legal allies, consumers, business owners and others.

**Watchdog:** Identify failures in the marketplace that hurt consumers and rapid response plans to highlight those issues in the media, mobilize our network and allies, and develop guides to empower consumers.

**Advocacy:** Advocate for policies that will protect and empower consumers. Build relationships with players in key regulatory agencies, statehouses, in Congress, and other forums where relevant decisions are being made.

**Campaign Strategy:** Develop plans to win our campaigns using research, advocacy, coalition-building, media attention, and grassroots mobilization; assess opportunities for building political support for our agenda.

**Fundraising:** Write grant proposals, build relationships with foundations, and meet with major donors, to bring more resources to our campaigns. Work with our citizen outreach staff to build and deepen our membership base.

**Staff Recruitment and Development:**

Recruit new staff and volunteers. Oversee other staff working on our Consumer Program team, coordinate with our state staff and provide training and leadership development.

**Qualifications:**

Candidates must have at least 4 years of relevant professional experience. Advanced degrees like a JD, or a master’s degree may count toward experience. Qualified candidates will have a demonstrated commitment to public interest or consumer issues and to citizen-based social change, as well as a track record of leadership. We're looking for people who are goal-driven and results-oriented, who have excellent verbal, written and analytical skills, the ability to speak persuasively in a charged atmosphere, and driven to make positive policy change.

**To Apply:**

https://jobs.uspirg.org/consumer-watchdog-advocate.html

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**LEGISLATIVE ASSISTANT**

**OFFICE OF REP. JUSTIN AMASH**

The Office of Rep. Justin Amash (MI-03) is seeking a bright, creative, and self-motivated legislative assistant with a background in law to join our Washington, DC-based policy team. The legislative assistant will draft legislation, analyze bills, and meet with constituents concerning policy matters, among other duties. The person will be expected to handle a diverse portfolio of policy issues. The successful applicant will be a libertarian or classical liberal in the tradition of F.A. Hayek, Henry Hazlitt, and Frédéric Bastiat. The applicant must demonstrate a strong commitment to individual liberty, economic freedom, the Rule of Law, and the Constitution. The person also must be an excellent writer and clear thinker willing to take on the most serious impediments to a freer, more prosperous America. An individual who prefers staid and steady work or who avoids challenges (and the
occasional failure) may be more comfortable elsewhere. Applicants must have a JD or equivalent. Two years of relevant policy experience is preferred, although Hill experience is not required.

To apply, please send a résumé, cover letter, and two writing samples to applydc@amash.com. Please include "legislative assistant applicant" in the subject line. No walk-in applicants or phone interviews.

LEGISLATIVE ASSISTANT
NORTHEASTERN DEMOCRATIC SENATOR

Northeastern Democratic Senator seeks an experienced Legislative Assistant responsible for managing the Senator’s robust energy and environment portfolio and advancing relevant key policy priorities. Ideal candidates must have an expertise in energy and environment issues, including but not limited to the climate change, innovation, water policy and conservation. The Legislative Assistant will bring strong policy connections and political sensibilities to a very active and creative office. Further, candidates must be able to demonstrate a history of thinking strategically and creatively, excellent written and verbal communication skills, and the ability to work collaboratively in a fast-paced, team environment. Previous Senate or Congressional experience preferred, but not required. Salary commensurate with experience.

To apply, please e-mail a cover letter and resume to NESenatejobs@gmail.com.

Office is an equal opportunity employer.

FELLOWSHIP/INTERNSHIP/LAW CLERK POSITIONS

EQUAL JUSTICE WORKS FELLOWSHIPS
NATIONAL HEALTH LAW PROGRAM

The National Health Law Program is seeking to host recent law school graduates for Equal Justice Works Fellowships beginning in September 2020. This is an exciting opportunity for individuals interested in defending and advancing health care access and quality for low-income and underserved individuals and families.

The National Health Law Program is committed to creating health equity — ensuring that everyone has access to the all resources they need to be healthy - and to cultivating an internal environment that empowers an exceptional and diverse staff. We welcome applicants who bring a variety of perspectives, lived experiences, and competencies. People of color, women, people with disabilities and chronic conditions, and LGBTQ+ persons are encouraged to apply.

Qualifications:

• JD anticipated by May 2020, recent law graduate, or experienced attorney seeking to make a career change to public interest work.
• Exemplary research, writing, and interpersonal skills.
• Demonstrated commitment to expanding and protecting health care access for low-income and underserved populations
• Knowledge of Medicaid, Affordable Care Act, public health and/or poverty law is preferred.
• Experience and/or interest in working on diversity, equity and inclusion.

**About the National Health Law Program:**

The National Health Law Program, founded in 1969, protects and advances health rights of low-income and underserved individuals and families. We advocate, educate and litigate at the federal and state levels to advance health and civil rights in the U.S.

Our lawyers and policy experts fight every day for the rights of the tens of millions of people struggling to access affordable, quality health care. The National Health Law Program manages a broad array of national, state, and local projects, including complex analyses of federal and state laws, class action litigation, and individualized technical support. We frame new legal theories, work to enact and enforce laws that protect low income individuals, and work with policy makers to implement programs grounded in the experience and needs of low-income and underserved communities. We also provide legal expertise to legal services providers, disability rights organizations, and other health care advocates. The National Health Law Program works on a day-to-day basis with other national and state advocacy and community-based organizations on strategy, analysis, and litigation. Fellows will develop an understanding of the issues facing low-income and underserved communities and gain exposure to the variety of advocacy methods to advance health equity.

**To Apply:**

Candidates should submit a cover letter, resume, and a brief outline of the project they are proposing in this area of law. Please email as a single PDF file to nhelpdc@healthlaw.org by COB September 3, 2019. No phone calls please.

To learn more about our work, please visit our website at www.healthlaw.org.

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**EQUAL JUSTICE WORKS AND/OR SKADDEN FELLOWSHIP**

**LEGAL AID SOCIETY OF THE DISTRICT OF COLUMBIA**

The Legal Aid Society of the District of Columbia seeks a candidate to sponsor for an Equal Justice Works and/or Skadden Fellowship to commence in the fall of 2020. The candidate selected will work with Legal Aid to develop a project proposal related to one of the following two areas that the organization has identified for possible expansion: (a) a D.C. Superior Court-based legal services project that assists low-income families with child custody and other family law matters; or (b) a legal services project based at the D.C. Office of Administrative Hearings that assists low-income families who have been denied, terminated from, or had reduced basic safety-net public benefits. Regardless of which project is selected, the Fellow will have significant litigation, outreach, and advocacy responsibilities.

Since 1932, Legal Aid has been working to make justice real—in individual and systemic ways—for persons living in poverty in the District of Columbia. Legal Aid provides individual representation, advice, and brief services in a wide range of domestic violence/family, housing, public benefits, and consumer law matters. We also work on immigration matters and help individuals with the collateral consequences of their involvement with the criminal justice system. From our work with clients, we identify opportunities for—and engage in—law and court reform work, public policy advocacy, and appellate and impact litigation. In addition, Legal Aid maintains a robust pro bono program. For more information about Legal Aid, please visit our website, www.LegalAidDC.org, and our blog, www.MakingJusticeReal.Org. Legal Aid has successfully sponsored both Equal Justice Works and Skadden Fellows in the past, and our staff includes numerous current and former fellows. Legal Aid will assist the applicant we select in formulating a project to present to the fellowship programs.
Potential Project Ideas:

Free, high-quality legal services are often too difficult to access for those who most need them. In recent years, Legal Aid has found that locating resources and lawyers where individuals already must go to have their cases heard can significantly reduce the burden and difficulty of obtaining legal advice and representation. Today, Legal Aid maintains projects at a number of locations, including the Landlord & Tenant Branch, the Paternity & Support Branch, and the Foreclosure, Small Claims, and Debt Collection Calendars of D.C. Superior Court, as well as the Northwest and Southeast Domestic Violence Intake Centers (located at D.C. Superior Court and United Medical Center, respectively).

Legal Aid has identified two areas for possible growth through a fellowship project that would further expand access to justice by establishing or supporting a Legal Aid presence at another court branch or administrative body where the vast majority of individuals currently do not have legal representation. Applicants should indicate in their cover letters which of the following two potential projects they are interested in working with Legal Aid to flesh out, and why. (Indicating an interest in both is also an option.)

Family Law. A family law project would involve establishing or supporting a new court-based legal services project at the Domestic Relations Branch of the D.C. Superior Court. The Fellow would provide both same-day and extended representation to low-income families in child custody and other family law matters. The Fellow pursuing this project would join Legal Aid’s domestic violence/family law practice, which is currently staffed by three supervising attorneys, eight senior staff and staff attorneys, and a legal assistant.

Public Benefits. A public benefits law project would involve establishing or supporting a new legal services project based at the D.C. Office of Administrative Hearings. The Fellow would provide both same-day and extended representation to low-income families in a wide range of matters involving essential safety-net public benefits, such as Food Stamps (or SNAP), Temporary Assistance for Needy Families, Medicaid and unemployment insurance. The Fellow pursuing this project would join Legal Aid’s public benefits law practice, which is currently staffed by two supervising attorneys, six senior staff and staff attorneys, one volunteer staff attorney, and a legal assistant.

A Fellow pursuing either project will dedicate the bulk of his/her/their time to handling a docket of direct representation matters in family law or public benefits. The Fellow will also engage in community outreach and education, conduct interviews of prospective clients, and work on systemic advocacy efforts in the substantive legal area as well as the practices of the court or administrative body. Moreover, the Fellow will work closely with the D.C. Superior Court or the D.C. Office of Administrative Hearings both to determine the best way to intervene in the matters where a lawyer can be most effective in advancing justice and to provide general legal information and/or “know your rights” trainings to court personnel, community partners and our client community.

Qualifications:

Applicants must be law students entering their third year or recent graduates who expect to complete a judicial clerkship in the summer of 2020. Applicants should have a commitment to a career in the public interest and a desire to work in a collaborative work environment. Additional qualifications include:

- Exceptional legal research and writing skills;
- Strong litigation, organizational, communication, and leadership skills;
- An ability to multitask, juggle and complete assignments, and meet deadlines;
- A demonstrated commitment to social, economic, and racial justice;
• An ability to work with Legal Aid’s diverse client community; and
• Proficiency or fluency in Spanish or another language a plus.

Membership or eligibility for membership in the D.C. Bar is required.

To Apply:

Please submit a resume and cover letter. Additional information, such as writing samples, transcripts, and references, may be sought from those selected to interview with Legal Aid. The selected candidate will work with Legal Aid on fellowship applications to be submitted to the Skadden Foundation and/or Equal Justice Works in the fall of 2019. The fellowship, if awarded, will begin in the fall of 2020 and is anticipated to last two years.

Interested candidates should submit their resume and cover letter here: https://legalaiddc.bamboohr.com/jobs/view.php?id=33&source=consortium

Applications will be considered on a rolling basis until a candidate is selected.

Legal Aid values an inclusive, diverse workplace and encourages applications from interested persons from diverse backgrounds of any race, color, religion, sex, national origin, age, physical or mental disability, veteran status, sexual orientation, gender identity or expression, marital status, personal appearance, family responsibilities, matriculation, political affiliation, genetic information, or any other legally protected status. We strongly encourage applications from people with personal experience with the criminal justice system and/or with lived experiences in the communities we serve.

STEPTOE HOUSING LAW FELLOW
LEGAL AID SOCIETY OF THE DISTRICT OF COLUMBIA

The Legal Aid Society of the District of Columbia is soliciting applications for our inaugural Steptoe Housing Law Fellow. Legal Aid is the oldest and currently largest general civil legal services program in the District of Columbia. This new and exciting two-year fellowship, made possible through the generous support of The Steptoe Foundation, will begin Fall 2019.

Since 1932, Legal Aid has been working to make justice real—in individual and systemic ways—for persons living in poverty in the District of Columbia. Legal Aid provides individual representation, advice, and brief services in a wide range of domestic violence/family, housing, public benefits, and consumer law matters. We also work on immigration matters and help individuals with the collateral consequences of their involvement with the criminal justice system. From our work with clients, we identify opportunities for—and engage in—law and court reform work, public policy advocacy, and appellate and impact litigation. In addition, Legal Aid maintains a robust pro bono program. For more information about Legal Aid, please visit our website, www.LegalAidDC.org, and our blog, www.MakingJusticeReal.Org.

Public service at Steptoe has been an integral part of the firm’s history, ethos, and operations. The principle of increasing access to justice guides its pro bono efforts. Many pro bono matters handled by Steptoe lawyers involve significant legal issues with far-reaching effects, such as race, age, gender, sexual orientation, and disability discrimination; human rights; freedom of speech; prisoners' rights; and voting rights. For nearly 40 years, Steptoe maintained a loaned associate program at Legal Aid. In addition, Steptoe has represented hundreds of pro bono clients referred by Legal Aid in areas of housing, family law, public benefits, among others. Steptoe is proud to be continuing this longstanding pro bono partnership with Legal Aid through the
creation of the Steptoe Housing Law Fellow. Learn more about Steptoe's pro bono program at https://www.steptoe.com/en/about/pro-bono-service.html.

**Tasks and Duties:**

Legal Aid has a broad and energetic housing practice. We give priority to cases that involve the prevention of an avoidable eviction, efforts to address dangerous or unhealthy housing conditions, and the preservation of affordable and subsidized housing. In addition to an active litigation docket, we engage in significant efforts to address issues of public policy. The Steptoe Housing Law Fellow will join the Housing Law Unit, which currently includes four supervising attorneys, eleven staff and senior staff attorneys, a senior project attorney, a Skadden fellow, three "loaned associates" from law firms, three legal assistants, and a case manager.

The Steptoe Housing Law Fellow will work at Legal Aid's central office and out of its community office in Southeast DC. The Fellow will a docket of litigation and advocacy matters involving one or both of two housing-related projects: our Eviction Defense Project, in which we represent low-income tenants facing eviction, including through a legal services office sited in the Landlord and Tenant Branch of D.C. Superior Court; and our Affordable Housing Preservation Project, which seeks to preserve and expand safe and affordable housing for low-income District residents through building-wide legal representation. In addition, the Fellow will help facilitate the pro bono relationship between Legal Aid and Steptoe.

**Qualifications:**

Unlike many other fellowships, the Steptoe Housing Law Fellowship is not limited to recent law school graduates or individuals who have completed a judicial clerkship or will have completed a clerkship. Applicants with experience may also apply. The successful candidate will have the following:

- Exceptional legal research and writing skills;
- Strong litigation, organizational, communication, and leadership skills;
- An ability to multitask, juggle and complete assignments, and meet deadlines;
- A demonstrated commitment to social, economic, and racial justice;
- An ability to work with Legal Aid’s diverse client community; and
- Proficiency or fluency in Spanish or another language a plus.

Membership or eligibility for membership in the D.C. Bar is required. The Steptoe Housing Law Fellow will be paid in accordance with Legal Aid’s attorney salary scale. Legal Aid offers a generous benefits package.

**Salary and Benefits:**

The Steptoe Housing Law Fellow will be paid in accordance with Legal Aid’s attorney salary scale. Legal Aid also offers a competitive benefits package.

**How to Apply:**

Interested applicants should submit their resume and cover letter here: https://legalaiddc.bamboohr.com/jobs/view.php?id=31$source=consortium

Legal Aid values an inclusive, diverse workplace and encourages applications from interested persons from diverse backgrounds of any race, color, religion, sex, national origin, age, physical or mental disability, veteran status, sexual orientation, gender identity or expression, marital status, personal appearance, family
responsibilities, matriculation, political affiliation, genetic information, or any other legally protected status. We strongly encourage applications from people with personal experience with the criminal justice system and/or with lived experiences in the communities we serve.

INTERNSHIPS
INTERNATIONAL LABOR RIGHTS FORUM

We welcome inquiries for summer 2020 positions from students receiving other funding or credit from their universities or through Fulbright or similar programs. For fall 2019 - spring 2019, we also have openings for students who receive federal work-study funding. Internship positions are customized based on interns' interests and experience.

These are some of the skills that we seek in interns:

- Excellent writing skills
- Corporate research
- Legal research
- Qualitative research
- Quantitative research
- Graphic design
- Web design
- Publications layout
- Video production and editing
- Data entry
- Attention to detail
- Professional phone demeanor
- Native-level fluency and professional-level writing skills in Bangla, Khmai, Chinese, Russian, Spanish, or Uzbek.

To apply:

Please email internships@ilrf.org with:

- A letter indicating why you are interested in interning at ILRF and your areas of interest and skills, how many hours per week you are available and for which start date and end date, whether you have a funded stipend or are eligible for college credit, and whether you are located in Washington, DC or in a different city
- Your resume / CV
- A copy of any of the following that you have produced, as relevant to your inquiry: research paper, published article, campaign-related writing, graphic design sample, or video
- If you are indicating language fluency in your application, then please include a writing sample in that language in addition to your English writing sample

ILRF is an equal opportunity employer and actively recruits women, people of color, persons with disabilities, and persons with diverse gender and sexual identities.
AARP FOUNDATION LITIGATION LAW FELLOW
AARP FOUNDATION

AARP Foundation is the charitable affiliate of AARP. We work to end senior poverty by helping vulnerable older adults build economic opportunity and social connectedness.

We run a public interest law firm that takes on cutting-edge impact litigation in federal and state courts nationwide to advance the legal rights and interests of people 50 and older. We take on unlawful government and industry practices to help older adults improve their well-being and stay connected to their communities.

Summary:

We are looking for a top-notch graduating law student with a passion for litigation to work with us to end senior poverty. If you are a critical thinker, an eager learner, and a team player who wants to gain valuable experience in public interest law, read on. AARP Foundation Litigation Fellows work full-time (40 hours/week) for six months. For additional information about our work, please visit [www.aarpfoundation.org/litigation](http://www.aarpfoundation.org/litigation).

We Seek Someone Who:

- has strong academic credentials and a demonstrated interest in public service;
- is smart, ambitious, and intellectually curious;
- is a diligent researcher and an excellent writer; and
- is offended by injustice and wants to do something about it.

Responsibilities:

Working under the supervision of AARP Foundation attorneys, you will:

- conduct legal research;
- draft memoranda, pleadings, briefs, and other legal documents;
- assist in civil discovery;
- interview current and potential clients;
- work with outside co-counsel; and
- participate in litigation strategy.

Requirements:

Interns must be current third-year or otherwise graduating law students at an ABA accredited Law School. AARP also considers non-traditional interns who are looking to re-enter the workforce or change careers. This may include those who have previously graduated college and are now enrolled in a continuing education program.

Additional Requirements:

- Excellent oral, written, and interpersonal skills
- Proficiency with LEXIS and other legal research platforms
- Significant experience with *The Blue Book: A Uniform System of Citation*
- Demonstrated public interest/public service interest or experience
- Preference will be given to candidates with a language fluency in Spanish
Benefits Offered:

Internships are non-exempt positions and are not eligible for employee benefits.

Please Apply at:  http://adtrk.tw/tp/rj6_DwmT3_e-K

AARP is an equal opportunity employer committed to hiring a diverse workforce and sustaining an inclusive culture. AARP does not discriminate on the basis of race, ethnicity, religion, sex, color, national origin, age, sexual orientation, gender identity or expression, mental or physical disability, genetic information, veteran status, or on any other basis prohibited by applicable law.

BILINGUAL (ENGLISH/SPANISH) AARP FOUNDATION LAW FELLOW
AARP FOUNDATION

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We run a public interest law firm that takes on cutting-edge impact litigation in federal and state courts nationwide to advance the legal rights and interests of people 50 and older. We take on unlawful government and industry practices to help older adults improve their well-being and stay connected to their communities.

Summary:

We are looking for a top-notch graduating law student with a passion for litigation to work with us to end senior poverty. If you are a critical thinker, an eager learner, and a team player who wants to gain valuable experience in public interest law, read on. AARP Foundation Litigation Fellows work full-time (40 hours/week) for six months. For additional information about our work, please visit www.aarpfoundation.org/litigation.

We Seek Someone Who:

• has strong academic credentials and a demonstrated interest in public service;
• is smart, ambitious, and intellectually curious;
• is a diligent researcher and an excellent writer; and
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Responsibilities:

Working under the supervision of AARP Foundation attorneys, you will:

• conduct legal research;
• draft memoranda, pleadings, briefs, and other legal documents;
• assist in civil discovery;
• interview current and potential clients;
• work with outside co-counsel; and
• participate in litigation strategy.
Requirements:

Interns must be current third-year or otherwise graduating law students at an ABA accredited Law School. AARP also considers non-traditional interns who are looking to re-enter the workforce or change careers. This may include those who have previously graduated college and are now enrolled in a continuing education program.

Additional Requirements:

- Excellent oral, written, and interpersonal skills
- Proficiency with LEXIS and other legal research platforms
- Significant experience with The Blue Book: A Uniform System of Citation
- Demonstrated public interest/public service interest or experience
- Business-fluency in Spanish to communicate effectively with clients and courts (e.g., in Puerto Rico)

Benefits Offered:

Internships are non-exempt positions and are not eligible for employee benefits.

Please Apply at: [http://adtrak.tw/tp/rj6.3hVvU.e.K](http://adtrak.tw/tp/rj6.3hVvU.e.K)

AARP is an equal opportunity employer committed to hiring a diverse workforce and sustaining an inclusive culture. AARP does not discriminate on the basis of race, ethnicity, religion, sex, color, national origin, age, sexual orientation, gender identity or expression, mental or physical disability, genetic information, veteran status, or on any other basis prohibited by applicable law.

EJW OR SKADDEN FELLOWSHIP SPONSOR
NATIONAL VETERANS LEGAL SERVICES PROGRAM

The National Veterans Legal Services Program (NVLSP) is a high-impact national veterans service organization based in Washington, DC. Our mission is to ensure that the government delivers to our nation's 22 million veterans and active duty personnel the benefits to which they are entitled due to the disabilities that resulted from their military service. NVLSP engages in individual representation as well as class action advocacy, such as the Nehmer v. US Veterans Administration suit which obtained a class action order that allowed Vietnam veterans and their families to receive disability and death benefits for diseases that scientific studies show are associated with exposure to Agent Orange.

NVLSP's Lawyers Serving Warriors® ("LSW") program provides free legal representation, through a nationwide pro bono network of private law firms and corporate legal departments, to disabled active duty personnel and veterans and their families. LSW has assisted more than 2,000 disabled veterans through its pro bono network.

NVLSP seeks an applicant to sponsor for a 2020 Equal Justice Works (EJW) Fellowship and/or Skadden Fellowship. Previous NVLSP EJW fellows have focused on assisting survivors of military sexual trauma, filing mandamus petitions in cases unduly delayed at the Board of Veterans' Appeals, and developing a national medical legal partnership to assist veterans seeking VA benefits, medical retirement or discharge upgrades.

The fellowship is targeted to candidates who are law students entering their third year or recent graduates completing a judicial clerkship in the summer of 2020. The fellowship would start in the fall of 2020 and continue for two years. Experienced NVLSP veterans' benefits attorneys will work closely with the fellow, providing
guidance and support. Possible topics for the fellowship would include expansion of NVLSP's Military Sexual Trauma program and/or NVLSP's work assisting veterans exposed to harmful toxins in service.

The proposal must be submitted by mid-September, 2019. We encourage immediate submission of applications to NVLSP.

To apply, send a cover letter, resume, writing sample, and list of 3 references to

Paul Wright, Deputy Executive Director
Via e-mail: PaulW@nvlsp.org

If accepted by EJW or Skadden, the funding would be in accordance with their respective programs. Frequently asked questions regarding the fellowships can be accessed at [http://www.equaljusticeworks.org/](http://www.equaljusticeworks.org/) and [https://www.skaddenfellowships.org/](https://www.skaddenfellowships.org/).

### FALL 2019 INTERNS

#### MIDWEST REPUBLICAN HOUSE MEMBER

A Midwest Republican House Member is seeking paid interns for the Fall 2019 session in his Capitol Hill office. The spring session dates are August 26th - December 13th, but more flexibility can be offered. The internship schedule is also flexible to accommodate classes. Interns will have the opportunity to attend committee hearings and briefings for staff members, assist in the constituent correspondence process, as well as assist with other constituent services. Responsibilities include taking phone calls, processing constituent mail, and performing other general office duties. Ideal applicants should be interested in the legislative process, enthusiastic, reliable, and hard-working. Full or part time internships with flexible schedules are available. Ties to the Midwest are preferred but not required.

Interested candidates should e-mail their resume and cover letter to Dylan.Jones@mail.house.gov before August 2nd. Please specify what your internship schedule may look like, including preferred start/end dates.”

### FULL TIME INTERNS

#### CONGRESSWOMAN ELAINE LURIA

Congresswoman Elaine Luria (VA-02), Member of the House Armed Services Committee and House Veterans Affairs Committee in which Chair of the Disability Assistance and Memorial Affairs Subcommittee, seeks full time interns for her Washington, D.C. office. Candidates should be motivated, flexible and detailed oriented with availability from August 26th – December 13th. Intern responsibilities include answering constituent phones, leading Capitol tours, up-keeping mail databases, writing memo’s, and assigned duties from full time staff. Candidates should be outgoing and possess strong oral and written communication skills. Virginia ties are preferred, but not required. Women, minorities, and LGBTQ+ persons are encouraged to apply.

Please send your resume and cover letter to VA02DC.Interns@mail.house.gov.

### INTERNS

#### MIDWEST REPUBLICAN

Midwest Republican seeks a highly motivated individual with exceptional organizational skills and multitasking ability to serve as a paid intern in the Washington, D.C. office. This position requires an individual to provide excellent constituent service. Responsibilities include but are not limited to greeting constituents and meetings,
tours and other information, answering telephone calls and taking messages, processing mail, maintaining the front office, and general office administrative duties. The successful candidate must be courteous and work well in a team environment.

Please e-mail your resume and cover letter to NE.01@mail.house.gov with "Fall Intern" in the subject line.

**FALL 2019 INTERNS**

**CONGRESSWOMAN KATHERINE M. CLARK**

The Office of Congresswoman Katherine M. Clark [MA-05] is currently seeking full-time & part-time paid interns for Fall of 2019 in her Washington, D.C. office. Qualified applicants should have strong oral & written communication skills, the ability to manage multiple tasks, the willingness to work in a fast-paced environment and be comfortable assisting constituents. A sound knowledge of Microsoft Office, a solid work ethic as well as a basic understanding of the political process in Congress is expected. Responsibilities include but are not limited to: answering and screening phone calls, leading capitol tours, working with staff to research legislative issues and process information, attending congressional briefings, assisting with administrative tasks, drafting constituent correspondence on a variety of issues, assisting the communications team with various tasks, and other projects as they arise. Full-time and part-time positions are available beginning in August 2019.

To apply, please send a resume, cover letter, and a brief writing sample to RepClarkInternships@mail.house.gov. Please indicate availability and expected start date.

**INTERNSHIPS**

**CONSERVATIVE MIDWESTERN**

Conservative Midwestern member of the House seeks motivated, detail-oriented, and energetic professionals for internships in Washington, DC. Qualified applicants should have strong interpersonal skills, the ability to manage multiple tasks, possess strong writing skills, and demonstrate a solid work ethic. Missouri/Midwestern ties preferred but not required. Responsibilities include but are not limited to: Answering and screening telephone calls, managing the front office, greeting constituents and visitors, leading Capitol tours, assisting legislative staff with research, attending congressional briefings, participating in hearing preparation, drafting constituent correspondence on a variety of issues, assisting the Communications Director with drafting talking points, creating graphics for social media, tracking media coverage, and other duties as necessary. Full-time internship positions are available beginning in August 2019.

To apply, please send a resume, cover letter, and brief writing sample to Trevor.Ray@mail.house.gov with the phrase “Internship Application” in the subject line.

**INTERNS**

**CONGRESSWOMAN GWEN MOORE**

The Office of Congresswoman Gwen Moore (WI-04) is seeking highly motivated interns for Fall 2019 (starting at the beginning of August 2019). Qualified candidates will be dependable team players, capable of excelling in a fast-paced office, and will possess strong writing, editing, verbal communication, and organizational skills. Experience with research is a plus since there are opportunities to work with the legislative staff on relevant issues. This position’s responsibilities include serving as a primary contact with constituents, greeting visitors, providing Capitol Tours, and assisting with projects assigned from other staff members. These projects often include assisting with data entry or drafting correspondence. Interns will have the ability to attend Capitol Hill briefings, hearings, and other informative events that are available. Interns will also have the opportunity to gain professional
and educational experience while learning more about Congress and the legislative process. Wisconsin ties are a plus.

Interested applicants should email a cover letter, resume, short writing sample, and dates of availability to maryah.thompson@mail.house.gov with “Fall 2019 Internship” in the subject line.

INTERNSHIPS

CONGRESSWOMAN LAUREN UNDERWOOD

Congresswoman Lauren Underwood (IL-14) is delighted to announce fall internship opportunities in her Washington, DC and West Chicago, IL offices. Internships are designed to offer students and recent graduates direct participation in public service through supporting our offices' constituent engagement and services, administrative responsibilities, and research. Interns' responsibilities will vary. They will be asked to answer phones, assist with correspondence, coordinate and conduct tours, research legislation, assist with constituent casework, and attend hearings and briefings on various issues. Qualified candidates must be friendly, organized, flexible, and possess the ability to multitask in a fast-paced environment. Fall internships are available from mid-August through mid-December, with start and end dates tailored to accommodate an academic calendar year. Internship hours run from 9:00 a.m. to 6:00 p.m. on weekdays. Please note that interns are expected to work a minimum of 20 hours per week. A limited number of paid positions are available for internship applicants who are not sponsored by outside organizations.

To apply, please submit a single PDF including your resume, cover letter, and writing sample of your choice to IL14.Internship@gmail.com by August 1, 2019. Preference will be given to applicants with ties to the Illinois 14th. For questions about internships please email IL14.Internship@gmail.com, or call our office (202) 225-2976.

INTERNS

CONGRESSMAN MARK POCAN

The Office of Congressman Mark Pocan (D-WI) is seeking full and part-time Interns for the Washington, D.C. office starting at the end of August or beginning of September. Interns in our office perform legislative and administrative work while gaining valuable career and educational experience. Specific duties include drafting constituent correspondence, attending policy briefings and committee hearings, performing legislative research, producing daily press clips, leading Capitol tours, and supporting staff members on various projects of interest. Qualified candidates are organized and detail-oriented, responsible, willing to learn, able to work cooperatively, possess strong oral and written communication skills, and are committed to public service. Wisconsin ties are a plus! Candidates of all backgrounds are encouraged to apply.

To apply, please submit a form on our website at: https://pocan.house.gov/services/internships/congressional-internship-application or send a resume, cover letter, and a brief writing sample to Sydney.Scott@mail.house.gov with “2019 Pocan Fall Internship” in the subject line. Deadline to apply is August 1st.

For further information regarding the internship and scholarship programs, please see the internship page on our website at: https://pocan.house.gov/services/internships/.
OUT OF TOWN (LEGAL AND FELLOWSHIP POSITIONS)

ATTORNEY
MENTAL HEALTH TEAM
FLORENCE IMMIGRANT & REFUGEE RIGHTS PROJECT
TUCSON OR PHOENIX, ARIZONA

The Organization:

The Florence Project was founded in 1989 to respond to a representation crisis for indigent non-citizens detained at the rural Immigration and Customs Enforcement (ICE) Detention Center in Florence, Arizona. We strive to counteract systemic injustices that arise in the immigration system due, in part, to the lack of a universal right to representation. Through a range of programs, we provide high-quality legal and social services to the more than 4,500 men, women, and children that are detained in Arizona on any given day. The Florence Project is nationally known for its legal service models, which strive to empower detained individuals and ensure that they have access to justice. The Florence Project also actively supports initiatives for national changes in immigration law and policy.

Position Description:

The Florence Project is seeking a full-time Attorney to join our Mental Health team. This team provides direct representation and social service support to adults with serious mental health conditions who are in immigration removal proceedings. The attorney will work on a team of attorneys, legal assistants, and social workers to provide legal assistance and case management to detained and formerly detained clients who have been found mentally incompetent by an immigration judge and who are appointed a “Qualified Representative” by the Executive Office for Immigration Review.

Essential Duties Include:

- Provide direct representation in immigration proceedings and custody redetermination hearings before the Immigration Court, representation before the Board of Immigration Appeals, representation in applications before United States Citizenship and Immigration Services, and other related services reasonably necessary to represent these clients in their removal proceedings.
- Work as a team, with supervisor(s), other attorneys, legal assistants, and social workers, to provide zealous and holistic representation to clients.
- Collaborate with social workers on release planning and case management – connecting the client to community services such as health care, housing, or other support as needed.
- Work with mental health professionals and other experts necessary for clients’ cases.
- Occasionally assist with other Florence Project legal duties on an as needed basis.

This is a full-time litigation position that requires frequent time in detention facilities and immigration courts located in Florence and Eloy, AZ. Additionally released clients may reside throughout Arizona with immigration court in either Tucson or Phoenix. The Mental Health team is mostly based in our Tucson office, though particularly strong candidates may also be considered for work from our Phoenix office. This position requires regular travel to Florence and Eloy and additional travel for released clients on an as needed basis.
Qualifications:

- Must be fluent or have professional proficiency in Spanish
- Licensed to practice law in any state or jurisdiction. Preference for individuals with one to two years of relevant experience – both immigration court and other transferrable court experience will be considered
- Demonstrated commitment to or interest in social justice, immigrant rights, or public interest law
- Strong legal research and writing skills
- Strong oral advocacy skills
- Demonstrated ability to be a flexible team player
- Strong work ethic with a demonstrated ability to take initiative and work well under pressure
- Prior advocacy, practice, or clinical experience in immigration or criminal law and/or experience working with clients with mental health conditions is strongly preferred
- Must have sharp legal mind and enjoy challenging casework and litigation
- Prior advocacy work in immigrant rights, human rights, LGBTQ rights, criminal justice, mental health advocacy, or experience working with trauma survivors is a plus
- Ability to travel regularly, especially between offices and secondary work locations
- Must be able to clear basic background checks and obtain security clearance to enter detention facilities

Salary and Benefits:

This is a full-time, salaried exempt position. We offer a competitive salary for our network. We strive to create and uphold a positive, supportive, and inclusive work environment for staff. We offer excellent benefits, including medical, dental, vision, and life insurance, with full premiums paid by the Florence Project. After one year of employment, staff members are eligible for the employer matching retirement plan. Paid time off includes one personal day each month in addition to fifteen days of vacation and twelve days of sick/medical leave annually, six weeks maternity-paternity leave (up to twelve weeks total, with option to use personal, vacation, and sick paid time off for unpaid portion), and bereavement leave. The Florence Project observes all federal holidays. After three years of employment staff members are eligible for an eight-week paid sabbatical.

Application Process:

This is an immediate opening. To apply, please email a cover letter, writing sample, and resume with three professional references to jobs@firrp.org, with “Mental Health Attorney” in the subject line. Please include in your email, the name of the publication/website where you found out about this job opportunity. Applications will be reviewed on a rolling basis, and candidates are encouraged to apply as soon as possible. Only those selected for an interview will be contacted. The Florence Project values diversity in the workplace and strongly encourages applications from people of color, LGBTQ individuals, persons with disabilities, and members of under-represented communities.

This job announcement is for informational purposes only and is subject to change and modification without notice. This job announcement includes a non-exhaustive list of responsibilities, qualifications and requirements of the position, but does not include the essential job functions of the position.
The Legal Aid Society's Civil Practice has openings for DV/Immigration Staff Attorney positions in the Family/DV Project of the Bronx, Brooklyn and Queens Neighborhood Offices. The attorney must have at least three years' experience in immigration law. The Family/DV Project provides comprehensive direct legal assistance to survivors of domestic violence in a broad range of civil matters, including orders of protection, divorces, custody, visitation, child support, spousal support, property rights, disability, housing, public benefits, health, employment, and immigration. The DV/Immigration Staff Attorney is expected to represent clients in all five boroughs primarily in immigration matters, including VAWA self-petitions, battered spouse waivers, asylum applications, and T and U-visas, as well as representing clients in multiple venues, including Immigration Court, Supreme, Family, and the Integrated Domestic Violence courts. The attorney is required to work with Family/DV Project partners and community-based organizations in a citywide collaboration to provide reciprocal referrals, training, case consultation, clinics, outreach and joint community education on various issues affecting survivors of domestic violence. The attorney will also be required to provide outreach to various off-site locations. The attorney will also actively participate in city- and statewide committees and task forces on immigration and DV issues.

Essential Duties/Responsibilities:

- Represent clients in administrative hearings and city, state and federal court proceedings, and affirmative litigation, and advocate with local, state and federal agencies
- Train and engage in community outreach and education for individuals, local community-based organizations and advocates
- Conduct policy advocacy
- Coordinate and collaborate with other groups and organizations
- Work with pro bono lawyers
- Conduct off-site intake, including during evening and weekend hours

Requirements:

- Admission to the New York State Bar
- Three years’ required experience with Immigration Law
- Experience working with survivors of domestic violence is desirable
- Excellent written and oral advocacy skills are required
- Ability to work independently as well as collaboratively in a team and manage a high volume of cases
- Ability to coordinate and collaborate successfully with other groups and organizations
- Excellent organizational skills
- Ability to work with pro bono lawyers
- Proficiency in languages other than English is desirable, but not required

To Apply:


Applications will be considered on a rolling basis, so applicants are encouraged to apply early.

Only PDF documents will be accepted. If your document is not a PDF, your application will not be processed. Applications submitted without all the required materials will not be processed.
The leadership of The Legal Aid Society is committed to a work culture of zealous advocacy, respect, diversity and inclusion, client-oriented defense, access to justice and excellent representation. We are dedicated to building a strong professional relationship with each of our clients, to understanding their diverse circumstances, and to meeting their needs. Our ability to achieve these goals depends on the efforts of all of us.

The Legal Aid Society is an Equal Opportunity Employer -- women, people of color, members of the LGBTQ+ communities, veterans, and people with disabilities are encouraged to apply.

LEAD ATTORNEY
INDIVIDUAL RIGHTS
LEGAL AID SOCIETY OF SAN DIEGO, INC.
SAN DIEGO, CALIFORNIA

Minimum Qualifications:

- Must have five (5) years’ experience as a practicing immigration attorney.
- Must have at least three (3) years handling complex immigration court cases.
- Must have the demonstrated skills and experience to develop a substantive and procedural expertise in the practice of immigration law.
- Must have the desire and ability to work with lesser experienced attorneys.
- Must be a member in good standing of a U.S. state bar and Federal Bar.
- Must have experience in working with and representing our client communities.

Occupational Summary:

With minimum supervision, on larger teams (minimum 4 attorneys including Senior Attorney), effectively represent clients in all phases of litigation; with input from the Senior Attorney. Works with Senior Attorney to supervise, advise and co-counsel with lesser experienced staff attorneys to improve their litigation skills; assists with team administrative and grant reporting requirements.

Typical Work Performed:

- Interviewing of prospective clients, rendering legal advice, maintaining an increasingly complex caseload, and representing clients in all phases of affirmative immigration applications and immigration court removal defense.
- As time allows, and in concert with the Senior Attorney, assists less experienced staff attorneys to become effective in representation of their clients through trial preparation, drafting of pleadings, effective research, and case preparation and litigation strategy.
- Must develop a positive working relationship with client communities and community-based organizations.
- Efficiently handle team administration: Under the supervision of, and on behalf of, the Senior Attorney, assists with and in some cases handles team administration: monitoring, maintenance of team calendar, and review of cases in case management system to see that all cases meet funding requirements.
- Provide supervision to volunteers and interns in office and at community outreach presentations and workshops
- Legislative administrative advocacy.
- Under the direction of the Senior Attorney, assists in the implementation of management policies.
• Works with Senior Attorney to assist in proposal of new funding strategies and to solicit increased team funding via grant proposals and submissions. Works with Senior Attorney to administer and report on grants.
• As a team member, assist in the development and implementation of new strategies for resolution of systemic problems which adversely affect our client communities.

To Apply:

Anyone interested in the position should send a letter of interest and resume/CV to Miko A. Tokuhama-Olsen at mikot@lassd.org

Please visit www.wclawyers.org to learn more about Washington Council of Lawyers, and to register for upcoming programs.

We hope to see you soon!

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