

Job Announcement
August 2010



Staff Attorney

Mexican American Legal Defense and Educational Fund
Chicago Regional Office

The Mexican American Legal Defense and Educational Fund (MALDEF) is the nation's leading non-profit Latino civil rights law firm. Founded in 1968, MALDEF works to safeguard the civil rights of Latinos and empower the community to fully participate in American society. We are currently seeking a **Staff Attorney** to serve as lead counsel or co-counsel in state and federal court litigation in the areas of education, employment, immigrants rights and/or voting rights.

Job Responsibilities: In consultation with co-counsel inside and outside of MALDEF, devises and executes strategic plans in complex litigation through the following activities: conducts depositions and discovery, negotiates and monitors settlement agreements, and pursues attorney fee awards in civil rights litigation; conducts legal research and draft pleadings, briefs, and administrative complaints; devises investigation plans and investigates potential legal claims; prepares memoranda on budget and legal theory for approval of litigation by MALDEF management; responds to media inquiries, makes public presentations, and prepares community education materials regarding Latino rights; analyzes proposed legislation for impact on Latino interests and drafting and delivering testimony before legislative bodies; participates in the development of long-term strategic goals and objectives for the assigned program area and also for the regional office; supervises volunteer and professional support staff assigned to assist litigation programs.

Qualifications and Experience: Juris Doctor or equivalent degree required; active bar membership in one or more states required. Eligibility for active bar membership in Illinois required. Bar membership in another Midwestern state is desirable. Undergraduate or graduate instruction in public policy and/or social sciences is desirable. Federal and state court litigation experience, particularly in area of civil rights, immigration, or employment is desirable.

Knowledge, Skills and Abilities: Excellent research, writing, and communication skills required. The successful candidate will have knowledge and awareness of local, regional, and national issues affecting Latino community. Knowledge of employment policy and employment law is desirable. Fluency in written and spoken Spanish is preferred. A willingness and ability to engage in local and national travel as needed is required.

Compensation: \$40,000 to \$75,000+ per year. Fixed salary scale commensurate with years of legal experience. MALDEF's generous benefits package includes: employer paid medical, dental, vision for employees and their eligible dependents; short and long term disability insurance; 403(b) retirement plan; 20 days of personal time (PTO) and eleven paid holidays each year.

How to Apply: Send cover letter, résumé, and 3 to 5 page writing sample by email to: jobs@maldef.org or by US Mail to: MALDEF Attention: Human Resources 634 South Spring Street, 11th Floor, Los Angeles, CA 90014.

Position Open Until Filled.
Equal Opportunity Employer

For more information, visit: www.maldef.org

Follow us on Twitter: [@maldefjobs](https://twitter.com/maldefjobs)