



Job Announcement
August 2017

Regional Counsel

Washington DC

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 to increase the community's ability to participate fully in American society. We are currently seeking a **Regional Counsel** to act as the principal legal counsel in Washington D.C. primarily responsible for developing and implementing, with input from staff, MALDEF's positions nationally on public policy issues affecting the civil rights of Latinos, for overseeing litigation conducted out of the office, and for the overall management of the daily operations of the regional office.

Job Responsibilities: The Regional Counsel works with the President & General Counsel and staff to determine the public policy advocacy priorities for the office. Provides general supervision, guidance and training to the staff to ensure that advocacy positions are identified, well researched and effectively written and/or delivered, and that staff engages in strategic effective advocacy in MALDEF's multiple program areas. Supervises day-to-day activities of regional office staff. Initiates and conducts public policy advocacy and provides regular guidance on issues, strategies, and points of law and policy to regional office staff. Acts as a MALDEF spokesperson nationally to the Spanish and English media, and at special events or forums. Oversees and may participate in litigation within MALDEF's program areas conducted out of the regional office. Develops and maintains a network of ties to other national organizations and coalitions in order to further ongoing public policy advocacy. Establishes and maintains strong working relationships with officials and staff in Congress, federal agencies and commissions, and coalition partners. Analyzes and drafts legislation, proposed and final regulations, rules, and executive orders and research quantitative and qualitative data that verify or deny the positions taken preparing recommendations, legislative testimony, and talking points. The Regional Counsel also assists Development staff in coordinating some fundraising activities in the DC office region.

Qualifications and Experience: Juris Doctor or equivalent degree required; active bar membership in one or more states required. Eligibility for active bar membership in District of Columbia is required. Bar membership in Virginia or Maryland is desirable. At least five years of progressively responsible experience in civil rights and public interest law is required. Extensive experience in public policy advocacy and/or public interest litigation with civil rights issues required. Media experience, coalition building and community involvement with the Latino community are also required. At least one year of experience involving supervision of legal, policy, and clerical personnel.

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 the Latino community and knowledge of civil rights policy and law, immigration policy and law, and/or education policy and law is desirable. The successful candidate will be able to supervise legal, non-legal and administrative staff in a way that creates an effective team effort. Fluency in written and spoken Spanish is preferred. A willingness and ability to engage in local and national travel as needed is required.

Compensation: \$82,600 - 116,600+ per year. Fixed salary scale commensurate with years of legal experience. MALDEF offers a generous benefits package including 100% employer paid medical, dental, vision for the employee and qualified dependent family members, as short- and long-term disability insurance, term life insurance, 403(b) retirement plan with employer match, employee assistance plan, 11 paid holidays, and 20 days of personal time off (PTO) per year.

How to Apply: Send cover letter, résumé, and 3 to 5 page writing sample by email to: jobs@maldef.org. For ease of processing please title your email as follows: **Your Name – DC Regional Counsel**. Attachments should be in .doc, .docx, .rtf, .txt or .pdf format. Incomplete applications will not be considered.

Position Open Until Filled. ■ Equal Opportunity Employer

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