

## **Regional Counsel**

### **Seattle, WA**

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 dynamic **Regional Counsel** to serve as the first leader of our new Seattle office, to pursue civil rights litigation, to act as day-to-day supervisor of the regional staff, to represent MALDEF in the region, and to help to determine the litigation and advocacy needs of the region in order to develop plans and strategies to advance and protect the civil rights of Latinos.

**Job Responsibilities:** The Regional Counsel is responsible for the daily operations and overall management of the regional office. Within MALDEF's designated program areas, works with the President and General Counsel, Director of Litigation, staff attorneys, and other Regional Counsels to determine the litigation and public policy advocacy priorities for the Northwest regional office. Initiates and conducts litigation and provides regular guidance on legal issues, strategies, and points of law to regional office staff. Maintains docket of active litigation and directly participates in complex civil rights cases in multiple program areas. Provides general supervision, guidance and training to the regional office staff to ensure that appropriate investigations are initiated and conducted; that litigation is warranted, well thought-out, and effectively conducted; that advocacy positions and papers are well researched and effectively written and/or delivered; and that community education programs are successfully implemented. Supervises and manages the performance of the regional office staff including: attorneys, paralegals, and administrative staff. Acts as a MALDEF spokesperson for the region to the media and at special events or forums; develops and maintains a network of ties to other organizations and coalitions in order to further ongoing litigation and public policy advocacy. The Regional Counsel assists Development staff and the President and General Counsel in coordinating fundraising activities for the Seattle office.

**Qualifications and Experience:** Juris Doctor or equivalent degree required; active bar membership in one or more states required. Eligibility for active bar membership in Washington required. Bar membership in another Western state is desirable. At least five years of progressively responsible experience in civil rights and public interest law is required. Of this experience, at least three years should have involved litigation of complex or class action cases in federal and/or state courts, and one year must have involved supervision of legal, paralegal 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, voting rights 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:** \$104,000 - \$128,000+ 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 contribution and 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](mailto:jobs@maldef.org). For ease of processing please title your email as follows: **Your Name – Seattle 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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