



## **Director for the Public Policy Project**

The Lawyers' Committee for Civil Rights Under Law invites applications for the position of Director for its Public Policy Project. The Lawyers' Committee is one of the nation's leading national civil rights legal organizations, with the principal mission of fighting racial discrimination faced by African Americans and other racial and ethnic minorities. The Lawyers' Committee was formed in 1963 at the request of President John F. Kennedy to enlist the private bar's leadership and resources in combating racial discrimination and the resulting inequality of opportunity.

Through legislative advocacy, campaign planning and execution, coordination with community organizers and the organization's communications' team, public education efforts, and other tactics, the Policy Director will lead the Lawyers' Committee's policy agenda with lawmakers, officials and the community at large. The Lawyers' Committee's current policy work includes, among other things, voting rights, fair courts, election reform, criminal justice policy reforms, advancing racial justice, promoting economic justice and fair housing, advancing educational opportunity and more. The Lawyers' Committee also aims to understand the racial justice implications of a broad range of policy proposals.

The Policy Director will be a part of the organization's management team, and will work under the supervision of and in close collaboration with the Executive Director and with other Program Directors. The Policy Director will supervise the Policy Department, which currently includes the Policy Counsel and an Intern.

### **Specific Duties and Responsibilities:**

#### **Advocacy**

- Serve as the principal representative of the Lawyers' Committee on Capitol Hill and in state and local legislative bodies;
- Develop and execute campaigns to help achieve success on the organization's policy agenda;
- Coordinate the Lawyers' Committee's communications with administration officials and federal, state, and local agency officials;
- Prepare testimony for Congressional Committees, state, and local hearings and panels;
- Work with Lawyers' Committee program staff to develop policy positions on key priorities;
- Represent the Lawyers' Committee in coalitions organized to advocate for our priorities and serving as a liaison to our sister organizations; and

- Communicate and activate the Lawyers' Committee's Board members, supporters and the general public on public policy issues.

### **Reports and Research**

- Work with staff to develop a research agenda on issues of concern to the Lawyers' Committee;
- Prepare reports on public policy priorities that educate policymakers, advocates, and the public; and
- Produce white papers on civil rights issues.

### **Experience and Qualifications:**

- Excellent written communication, including the ability to write reports, policy positions, white papers and correspondence;
- Excellent verbal communication and interpersonal skills, including tact and professionalism in dealing with staff and the public;
- Understanding of federal government operations and the legislative process;
- Applicants should possess a B.A., at minimum a J.D., Master's degree or other advanced education or related experience a plus;
- Applicants must possess knowledge of civil rights laws and policies;
- Prior demonstrated experience in public policy advocacy, administrative advocacy, preparation of major policy documents, and White House relations;
- Managerial experience is preferred; and
- A strong commitment to racial justice and the rule of law is critical.

**To Apply:** Please submit a cover letter and resume to <https://podio.com/webforms/22187226/1556737>. No calls will be accepted. The position will remain open until filled and applications will be reviewed on a rolling basis. Salary and benefits are competitive for a nonprofit legal organization.

The Lawyers' Committee does not discriminate on the basis of actual or perceived race, religion, color, national origin, ancestry, disability, medical condition, marital status, sex, age, sexual orientation, gender identity or expression, family responsibility, personal appearance, genetic information, matriculation, political affiliation, or any other status protected under law. We strongly encourage candidates of color and candidates from underrepresented communities to apply.

**Accessibility Assistance:** Although calls will not be accepted regarding questions about the position, if you are an individual with a disability and need assistance completing the online application, please call 202-662-8600 and ask for an applicant accommodation or send an email with the subject line "Applicant Accommodation" to [kcoates@lawyerscommittee.org](mailto:kcoates@lawyerscommittee.org).