



## **Career Opportunity: Legal Director American Civil Liberties Union Foundation of Arizona**

For the past nearly 100 years, the ACLU has been at the forefront of every major civil liberties fight in our country's history. Whether it's ending mass incarceration, achieving full equality for the LGBT community, establishing new privacy protections for our digital age, or preserving the right to vote, we take up the toughest civil liberties cases and issues to defend all individuals from government abuse and overreach. With ACLU affiliate offices in all 50 states, Washington, D.C., and Puerto Rico, we fight tirelessly in the courts, legislatures, and through community engagement to ensure that all individuals' rights are protected. We are a passionate, highly motivated group of lawyers, public policy and legislative advocacy experts, community organizers, and fundraisers, and we're looking for exceptional talent to join our team. This is an incredibly exciting time to join the ACLU.

In celebration of our 100th anniversary in 2020, we are launching the Centennial Campaign, our largest ever comprehensive fundraising campaign – with a goal of over \$1 billion – which will allow us to take our organization to the next level by strengthening our cutting-edge legal program, amplifying our public engagement, and building the political power necessary to continue to fight new threats to freedom head-on, and win. The ACLU of Arizona, based in Phoenix, is seeking a dynamic, strategic thinker, and experienced attorney to join its ranks as Legal Director. The Legal Director will build on the success of the premier civil liberties and civil rights organization in Arizona by shaping and leading both impact litigation and non-litigation advocacy.

In addition to providing an opportunity to work for an exciting organization with tremendous impact in the nation and state, this position also offers the opportunity to reside in Phoenix, the cosmopolitan center of Arizona and a true gem of the American Southwest. In addition to year-round sunshine and a temperate climate, Phoenix also boasts a dynamic food, arts, and culture scene. For outdoors enthusiasts, the options are limitless as Phoenix enjoys close proximity to some of the best and most picturesque mountain trails, hiking, and camping in the United States.

### **POSITION OVERVIEW:**

Reporting to the Executive Director, the Legal Director will lead and expand the ACLU of Arizona's legal program, including developing and litigating high-impact cases and managing the legal department. The Legal Director will be responsible for setting the overall legal strategy to advance the ACLU of Arizona's mission, as well as handling the day-to-day management of legal staff, volunteers and cooperating attorneys. As a critical member of the organization's senior management team, the Legal Director will provide strategic leadership on both litigation and non-litigation legal advocacy in priority areas of immigrants' rights, voting rights, reproductive rights and LGBT equality. In addition, the Legal Director works in close coordination with our policy, outreach, and communications team, as well as with the national ACLU staff, to advance advocacy goals.

### **RESPONSIBILITIES:**

- Develop an aggressive impact litigation and advocacy docket that advances the ACLU's strategic priorities and responds to civil rights and civil liberties threats;
- Manage all aspects of the ACLU's litigation program, including coordinating the selection of cases, overseeing the development of cases prior to the commencement of litigation; directly engaging in litigation in federal and state court; and overseeing the conduct of litigation thereafter.
- Maintain an individual caseload, including overseeing all aspects of discovery, motion practice, briefs, trials, appellate work and amicus briefs, and working with staff attorneys or cooperating attorneys to aide in case preparation where necessary;
- Supervise two staff attorneys, one part-time attorney, numerous legal interns and fellows and handle hiring and recruitment of additional legal staff budget permitting, and working to build an organizational culture within the legal program that encourages and mentors the staff, both internally and externally;

- Broaden and deepen the relationship with ACLU of Arizona’s volunteer attorneys to help increase the growth and visibility of the ACLU of Arizona and build the ACLU’s docket by engaging them in ACLU-sponsored litigation;
- Work with the a Board-appointed Legal Panel to ensure policies and practices advance the goals of the organization;
- Assist in fund-raising efforts by participating in meetings with major donors; speaking at donor events, and otherwise working with development staff to ensure consistent funding of our work;
- Serve as a highly visible spokesperson for the ACLU, working closely with our outreach and communications team to regularly engage in strategic public forums, advocacy discussions and media opportunities; and
- Provide systemic planning and reporting, including items such as budgets and regular status reports on cases.

**PREFERRED QUALIFICATIONS:**

- Demonstrated commitment to civil rights and civil liberties consistent with the mission and goals of the ACLU;
- 8-10 years of trial and appellate litigation experience at the state and federal levels, including class actions, with a strong background in constitutional, civil rights and criminal law litigation;
- Admission to the Arizona Bar;
- Senior level litigation management experience in recruiting, training, managing and motivating a diverse, high-performing litigation team;
- Demonstrated record of moving legal cases forward at all levels of the judiciary, with experience working with clients from diverse constituencies;
- Excellent communication, media, presentation, written and analytical skills;
- Experience working closely with a volunteer board of directors and non-profit organizations, including allies from across the political spectrum;
- Experience representing and working with activists in grassroots organizations and non-governmental organizations a plus;
- Familiarity and/or experience with raising funds from individuals, foundations, and other organizations;
- Excellent organizational skills and a creative approach to problem-solving and litigation;
- Goal-oriented, project-oriented, and achievement-oriented, with an ability to recognize and maximize opportunities on behalf of the organization;
- A team-building and collegial management style, including effective communications skills, a warm personal style that commands respect, and a good sense of humor;
- Courage and integrity.

**COMPENSATION:**

Salary is commensurate with experience and within the parameters of ACLU of Arizona’s salary scale. Excellent benefits include three weeks paid vacation, 100% employer-paid medical and dental insurance, 401 (k) plan with an employer match, life and long-term disability insurance, and generous paid holidays.

**APPLICATION PROCEDURE:**

Please submit a cover letter to [info@acluaz.org](mailto:info@acluaz.org) that illustrates your commitment to civil liberties and civil rights, a current resume, a legal writing sample, and contact information for three professional references. ***Include “Legal Director Search” in the subject line and specify how you heard about the posting. No phone calls or walk-ins, please.***

***Hard copy materials may also be sent to the attention of “Legal Director Search,” ACLU of Arizona, P.O. Box 17148, Phoenix, AZ 85011.***

***Deadline: March 20, 2016 although applications received after this date may be considered until the position is filled.***

The ACLU of Arizona and its Foundation operate jointly as private, non-profit organizations devoted to protecting civil rights and civil liberties. To achieve our mission, we manage legal, legislative and public education programs on a broad range of constitutional issues including immigrants' rights, LGBT equality, reproductive rights, and voting rights. Founded in 1959, the ACLU of Arizona has an office located in central Phoenix, and a Tucson office focused on border-related litigation and advocacy. The organization has over 6,000 members and supporters and a 12-member staff. To learn more about the work of the ACLU, please visit [www.acluaz.org](http://www.acluaz.org) and [www.aclu.org](http://www.aclu.org).

**The ACLU is an equal opportunity/affirmative action employer and encourages women, people of color, persons with disabilities, and lesbian, gay, bisexual, and transgender individuals to apply.**