



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

POSITION OVERVIEW:

The ACLU Foundation of Arizona seeks a dynamic Legal Director to lead and expand its legal program, including developing and litigating high-impact cases and managing the ACLU of Arizona's 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, including two full-time attorneys, one part-time attorney, a paralegal, numerous legal fellows and interns, and cooperating attorneys who take ACLU cases pro bono. The Legal Director is a critical member of the organization's senior management team and reports directly to the Executive Director, providing 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 outreach, advocacy and communications team, as well as with the national ACLU staff, to advance policy goals. This is a remarkable opportunity for an experienced, visionary attorney to build on the success of the premier civil liberties and civil rights organization in Arizona.

ACLU OF ARIZONA:

The ACLU of Arizona and its Foundation operate jointly as private, non-profit organizations devoted to promoting civil rights and civil liberties through integrated legal, advocacy and communications initiatives throughout Arizona. The organization has 6,000 members and supporters and is headquartered in Phoenix with an office in Tucson focused on documenting and litigating border-related abuses. Over the past four years, the ACLU of Arizona has enjoyed substantial growth, doubling our annual budget and increasing the size of our staff to a current total of 9 full-time employees and two part-time employees. At the same time, we've expanded our public programming by creating both a communications and a policy and advocacy department to support our non-litigation advocacy work.

The ACLU of Arizona is an affiliate of the National ACLU. To read our legal docket and learn more about the work of the ACLU, please visit www.acluaz.org and www.aclu.org.

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 and directly engaging in litigation in federal and state court;
- 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, advocacy and communications team to engage in regular, strategic and tactical advocacy discussions; and
- Provide systemic planning and reporting, including items such as budgets and regular status reports on cases;

PREFERRED QUALIFICATIONS:

- 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;
- Arizona bar admission;
- Demonstrated commitment to civil rights and civil liberties consistent with the mission and goals of the ACLU;
- 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.

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 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: May 30, 2014 although applications received after this date may be considered until the position is filled.

The ACLU of Arizona comprises two separate corporate entities, the American Civil Liberties Union of Arizona and the ACLU Foundation of Arizona. Both the American Civil Liberties Union of Arizona and the ACLU Foundation of Arizona have the same overall mission, and share office space and employees. The ACLU has two separate corporate entities in order to do a broad range of work to protect civil liberties.

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.