**Position:** Senior Staff Attorney/Staff Attorney

**Terms of Employment:** Full-Time/ Exempt

**Location:** New York Civil Liberties Union, 125 Broad Street, NY, NY 10004 (Remote position for an extended period of time due to COVID-19)

**Salary:** Subject to the NYCLU's salary scale and commensurate with experience and qualifications (current starting salary for a lawyer with 2 years of experience is $72,000; for 8 years, $103,000)

**Application Deadline:** Applications will be reviewed upon receipt and will be considered until hiring is complete

The New York Civil Liberties Union (NYCLU) is one of the nation's leading advocates on behalf of constitutional rights and liberties. Founded in 1951, as the New York affiliate of the American Civil Liberties Union, the NYCLU is a not-for-profit, nonpartisan organization with more than 180,000 members and supporters, and eight offices statewide. We work in the courts, in the legislatures and on the streets to advocate for racial and economic justice, free speech, freedom of religion, privacy and equality before the law for all New Yorkers. For more information, please visit our website: [www.nyclu.org](http://www.nyclu.org/).

DEI VISION STATEMENT

The NYCLU affirmatively values the humanity and contributions of those we work with, inside and outside of the organization; and will take action to build and sustain an equitable, anti-racist culture that centers the voices and experiences of marginalized and directly impacted people and communities, and an organizational environment where all people feel valued, trusted, and respected. We are committed to diversity, equity, and inclusion, and having a workforce that reflects the population that we serve and actively recruit people of color, women, people with disabilities, formerly incarcerated people, and LGBTQ and gender non-conforming people.

SUMMARY DESCRIPTION

The NYCLU seeks a senior staff attorney (6 or more years of legal experience) and/or a staff attorney (up to 5 years of legal experience) to conduct litigation and related advocacy in the NYCLU's legal department. The senior staff attorney and/or staff attorney will work on the full range of NYCLU work, including challenging institutional and systemic racism that undermines civil rights and civil liberties, government transparency, free expression, equal protection, reproductive rights, criminal justice, the rights of LGBT communities and gender equity, police misconduct, student rights, and privacy. The NYCLU may hire two attorneys through this posting.

The NYCLU's Legal Department is comprised of seventeen lawyers (including the Legal Department Manager), an investigator, two paralegals, a data analyst, and a senior legal assistant. Legal Department staff work on a wide range of civil rights and civil liberties cases in federal and state courts and in administrative tribunals. They also support the legislative, advocacy, communications, and field work of the NYCLU

ROLES & RESPONSIBILITIES

· Conduct litigation in federal and state courts and in administrative forums. Senior staff attorneys and staff attorneys are responsible for NYCLU litigation and advocacy, preparing pleadings, motions, and briefs; conducting discovery; presenting oral arguments; and handling appeals;

· Engage in pre-litigation analysis and advocacy, including evaluating and following up on intakes; conducting factual investigations and legal analyses; utilizing the Freedom of Information Law and the Freedom of Information Act; and preparing demand letters;

· Participate in public education on civil liberties and civil rights issues in the form of speaking engagements and published writings;

· Supervise and mentor law students as part of the NYCLU summer-intern program and contribute to the professional development of other members of the legal department; and

· For senior staff attorneys, mentor NYCLU staff attorneys.

QUALIFICATIONS

· Excellent writing, research, analytical, and communication skills;

· Two or more years of public-interest litigation experience;

· Demonstrated ability to think strategically and advocate effectively, including an ability to initiate and follow through on public-interest litigation or advocacy;

· Demonstrated ability to work collaboratively in a diverse, public-interest setting and to foster and support diversity, equity, and inclusion in the workplace;

· Demonstrated commitment to the goals and priorities of the NYCLU;

· Admission to the New York Bar; and

· Fluency in Spanish is a plus

HOW TO APPLY

Please submit your resume and cover letter that includes your unique qualifications for this position, where or how you learned of this job posting, and a recent writing sample that is wholly your own unedited work (submit a brief, motion, or memorandum of law, not to exceed 10 pages) via <https://recruiting.paylocity.com/recruiting/jobs/Details/548172/New-York-Civil-Liberties-Union-Foundation/Senior-Staff-AttorneyStaff-Attorney>. If feasible, please submit these materials as a single PDF.

The NYCLU is an equal opportunity employer and encourages applications from all qualified individuals regardless of race, sex, gender identity or expression, age, disability, religion, national origin, citizenship, marital status*,* sexual orientation, veteran status, record of arrest or conviction or any other characteristic protected by applicable law. We are committed to diversity, equity, and inclusion, and having a workforce that reflects the population that we serve.

The NYCLU is committed to providing reasonable accommodation to individuals with disabilities. If you are a qualified individual with a disability and need assistance applying online, please e-mail [ldecicco@nyclu.org](mailto:ldecicco@nyclu.org). If you are selected for an interview, you will receive additional information regarding how to request an accommodation for the interview process.

Apply Here: <https://www.click2apply.net/V7O6dPumpVyacnnquOpGa>

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