



**AMERICAN CIVIL
LIBERTIES UNION OF
WASHINGTON
FOUNDATION**
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May 2012

Floyd and Delores Jones Legal Fellowship

The ACLU of Washington Foundation seeks applicants for a one-year legal fellowship, with an option to renew for a second year, in its Legal Department. The Floyd and Delores Jones Legal Fellow will work as a staff attorney to develop federal and state cases to advance civil liberties and civil rights, work with staff and volunteer attorneys in preparing and litigating cases, and participate in a broad range of related activities. As an integral part of the ACLU-WA's Legal Department, the Fellow will report to the Legal Director and work cooperatively with other legal, legislative, field and communications staff in a fast-paced, friendly, and professional office.

THE ACLU OF WASHINGTON:

The ACLU of Washington (ACLU-WA) is among the largest of the state affiliates of the ACLU, with more than 20,000 members and a staff of 30. The ACLU-WA takes on clients and causes based on civil liberties and civil rights principles, paying particular attention to the rights of those who have historically been disenfranchised. The ACLU-WA directly litigates or participates as amicus curiae in 40-plus cases addressing free speech, racial justice, religious freedom, due process, privacy, reproductive and women's rights, immigrant rights, LGBT rights, voting rights and drug law reform. Our legal strategies are part of a multi-faceted approach to advocacy built on the belief that fighting for civil liberties and civil rights means not just persuading judges but ultimately changing the perceptions of society overall.

RESPONSIBILITIES:

Investigate and litigate civil liberties and civil rights matters in federal and state courts. The work will include legal and factual research, interviewing clients and witnesses, drafting briefs and pleadings, conducting discovery, and motion practice. The Fellow may co-counsel cases with ACLU cooperating attorneys, providing leadership, support, supervision and back-up, as the circumstances require.

Engage in advocacy short of litigation, provide occasional legal analysis to advance other ACLU policy work, conduct community outreach for strategic docket development, and supervise law students. A part of this work involves building relationships with members of the private bar that encourage their involvement in ACLU work and participating in coalitions on complicated cases.

Along with other professional staff members, the Fellow may occasionally represent the ACLU publicly, as assigned. Occasional work on nights and weekends, may be necessary. Along with all employees, the Fellow helps maintain a positive, respectful, welcoming, and professional work environment for employees and volunteers.

QUALIFICATIONS

Experience: Applicants for the fellowship will have a J.D. and litigation experience, but may include exceptional recent law students with judicial clerkship experience. In either case, applicants need strong project management skills, proven success in working collaboratively and under pressure. Superior writing, research and verbal skills in presenting both to lawyers and to the non-lawyer public. Successful history of working with diverse communities and clients. Strong leadership and organizational skills to work cooperatively with staff and in coalitions on complicated cases. The ability to take initiative, think strategically, and share responsibility and credit. Strong facility with computerized legal research and electronic software, including Microsoft Office suite. Fluency in Spanish is a plus.

Attributes: Self-motivation, reliability and creativity, with strong problem solving skills. A strong commitment to civil liberties and civil rights issues. A commitment to diversity; a personal approach that values the individual and respects differences of race, ethnicity, age, gender identity and expression, sexual orientation, religion, ability and socio-economic circumstance.

The attorney must be a member of the Washington State Bar (or willing to take the next bar examination).

COMPENSATION AND BENEFITS:

Salary is based on experience and qualifications. Benefits include three weeks of vacation to start, medical and disability insurance, matching 401(k) plan and bus pass.

APPLICATION PROCEDURE:

To apply, email a letter of application and resume to Jobs@aclu-wa.org and include in the subject line of the email: your **last name** and **Legal Fellowship**. In your letter, please indicate where you learned of the posting. Applications will be accepted until the position is filled.

The ACLU is an affirmative action/equal opportunity employer and encourages qualified individuals of every race, creed, ethnicity, disability, sexual orientation, and gender identity and expression to apply.

The ACLU of Washington comprises two separate corporate entities, the ACLU of Washington and the ACLU of Washington Foundation. The ACLU of Washington and the ACLU of Washington Foundation share the same mission, office space, and employees. This job posting refers collectively to the two organizations under the name "ACLU of Washington."