

ACLU California Action Senior Legislative Counsel Opportunity

Overview

ACLU California Action seeks applicants for a full-time Senior Legislative Counsel. ACLU California Action advocates for the defense and advancement of civil liberties and civil rights in the State Capitol in collaboration with ACLU's three California Affiliates: ACLU of Northern California, ACLU of Southern California, and ACLU of San Diego and Imperial Counties. We work to secure greater equality, equity, justice, and freedom for all Californians, working in coalition with communities that have been impacted by the denial of justice. Our policy priorities are aimed at dismantling systems rooted in oppression and discrimination through an integrated advocacy approach that employs rigorous policy analysis, lobbying, communications, coalition-building, and member development. ACLU California Action is a 501(c)(4)* organization governed and funded by ACLU's three California affiliates for the purpose of statewide advocacy.

Position Overview

ACLU California Action is seeking a well-experienced attorney who has developed the expertise necessary to capably perform the most complex and sensitive work of legislative counsel on an independent basis. This is a non-litigating, non-lobbying position emphasizing bill monitoring and analysis, legal research, writing, and consultation in a legislative context. The ideal candidate is passionate about advancing civil rights and civil liberties through legislation and policy advocacy.

Location

Sacramento Based or Remote but must reside in California and be willing to travel regularly to Sacramento and other ACLU affiliate offices, as needed.

Classification

Full-time, Exempt

Category

Unrepresented- not a bargaining unit position

Primary Responsibilities

The key duties for fulfilling this job's purpose include:

Legal Review, Legislative Tracking and Reporting:

- Monitor, review, and interpret legislation by reference to existing laws, court decisions, legislative history, and other legal authorities;

- Upon review of legislative measures, create and annotate legislative indexes and recommend assignment of legislative measures to lobbyists consistent with identified issue area(s);
- Prepare opinions regarding the legal effect and constitutionality of proposed legislative measures, pending bills, and provisions of existing laws;
- Confer with Cal Action lobbyists, affiliate partners, legislative committees, and external partners to craft bill language;
- Strengthen and/or develop operations and systems including bill tracking, assignment, calendaring, and official position submissions;
- Draft summary reports reflecting bill status and outcomes for various audiences, including Board of Directors, donors, external partners, and Cal Action lobbyists;
- Create and deliver oral presentations to various audiences, including legislators, legislative staff, partner organizations, and other relevant collaborators;
- Other duties as assigned.

Collaboration:

- Participate in standing meetings to ensure that ACLU Cal Action is aligned with the overall priorities and integrated strategies of the ACLU affiliates in California and ACLU National.

Supervision:

- Redesign and manage the government affairs department’s internship and fellowship program, including providing supervision and arranging programming;
- Develop a strong team of interns and fellows; ensure team is cohesive on its own and well-integrated with the government affairs team and across the organization.

Qualifications

1. All candidates must have active membership in the California State Bar with at least 3 years of legal experience;
2. Exceptional analytical, research, writing and oral advocacy skills, as well as ability to articulate legal concepts and complex issues and communicate them effectively to a variety of audiences, including summary legal briefs for our government affairs department, ACLU affiliate executive leadership, and legal directors;
3. Ability to prioritize competing needs and accomplish complex tasks in a fast-paced work environment;
4. Ability to keep organized in a fast-paced environment, manage several projects simultaneously, and adjust strategy to frequently changing demands;
5. Demonstrated ability to manage projects, including to plan, execute and accomplish the completion of large workloads in extremely short timeframes;
6. Ability to work effectively and collaboratively with diverse staff including remote colleagues working across the political spectrum, value and respect

differences of race, ethnicity, age, gender, sexual orientation, religion, ability, and socio-economic circumstance, including the temperament and aptitude to work with colleagues in a collaboration of ACLU affiliates;

7. Commitment to advancing the ACLU's values, mission and goals with understanding of the range of civil liberties issues and their implications and have the ability to recognize and balance a range of civil liberties interests and concerns, often competing ones, and to represent the nuanced and specific positions unique to the ACLU in the legislative/legal review process;

Preferred Skills, Knowledge, and Experience

- Familiarity with lobbying compliance requirements for IRS and FPPC compliance.

Compensation & Benefits

This position comes with a generous compensation and benefits package. This includes top-quality, employer sponsored medical, dental and vision coverage for you and your family; a retirement plan with a 2% employer contribution—up to 5.5% with matching contributions; 22 paid vacation days, 10 days of sick time, and 20 paid holidays of the employee's choice annually; and robust life, disability, accidental death and dismemberment, and critical illness insurance plans. Salary range for this position is from \$115,000-\$140,000 depending on the applicant's experience; employees also receive stipends for transportation and telework needs.

Selection Process

Please submit your resume no later than **October 30, 2023** to jobs@acluca.org for consideration. If you have any questions about the position or our process, please reach out to Jack Zwald at 916-824-3263 or jzwald@acluca.org.

ACLU California Action 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 contact Jack Zwald at jzwald@acluca.org or 916-824-3263. If you are selected for an interview, you will receive additional information regarding how to request accommodation during the interview process.

ACLU Cal Action advances equity and inclusion in the workplace by providing equal employment opportunities to all as part of a work environment free from discrimination. We encourage and welcome applicants who will work to further this commitment and add to the diversity of our organization on multiple dimensions including race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, exercising the right to family care and medical leave, genetic information, marital status, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), gender, gender identity, gender

expression, age, sexual orientation, military and veteran status, political affiliation, or arrest or conviction record.

***Please note that as a 501(c)(4) organization our team members are not eligible to participate in most student loan forgiveness programs.**