



WASHINGTON LAWYERS' COMMITTEE FOR CIVIL RIGHTS AND URBAN AFFAIRS

*We are proud to be an equal-opportunity employer and value
a diverse workforce and an inclusive culture*

ATTORNEY

The Washington Lawyers' Committee for Civil Rights and Urban Affairs ("the Committee") seeks an Attorney to bring litigation and pursue advocacy in our employment and workers' rights practice.

ABOUT THE WASHINGTON LAWYERS' COMMITTEE FOR CIVIL RIGHTS AND URBAN AFFAIRS

The Washington Lawyers' Committee for Civil Rights and Urban Affairs works to create legal, economic, and social equity through litigation, client and public education, and public policy advocacy with a primary focus on racial justice. For the last 50 years, the Committee has been on the cutting edge of civil rights advocacy in the region bringing precedent-setting litigation to address discrimination. Our work focuses on injustices in housing, employment, the criminal legal system, education, public accommodations, and the civil rights of immigrants. We partner with individuals and communities facing discrimination and with the legal community to achieve justice. The Committee's staff is unionized with the National Organization of Legal Service Workers Local #2320, UAW. This position is within the Bargaining Unit. For more information on the Washington Lawyers' Committee, please go to www.washlaw.org.

POSITION DESCRIPTION

The Attorney will work on cases and projects to address systemic violations of the rights of low-income workers in the District of Columbia, including employment discrimination, wage theft, discrimination based on a record of conviction, and other matters. The Counsel will also provide some research and other support to the Workers' Rights Clinic run by the Committee.

The Washington lawyers' Committee has applied for funding for this position and expects to receive notice of whether the funding is awarded by the end of December 2022. Hiring will be contingent on the receipt of this funding. Information regarding funding will be posted on our web page as soon as it is received.

- Identify and develop matters appropriate for advocacy or litigation.
- Conduct complex class and individual impact litigation and provide other legal services as appropriate;
- Engage in policy advocacy with the District, agencies, and the District of Columbia Council.
- Provide support to the Workers' Rights Clinic as necessary, for example in the development of technical assistance materials for workers;
- Develop and maintain relationships with community-based organizations, organizations led by persons in impacted communities, and other legal and social services providers.



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- Work effectively with organizational clients and in partnership with policy and advocacy organizations.
- Work in partnership with co-counsel law firms and attorneys.
- Maintain or ensure the maintenance of data and records in the Legal Server regarding all assigned cases
- Develop mastery of the law in one or more substantive areas of the Committee's work.
- Perform all work at a level of professional excellence.
- Other duties as assigned.

Preferred Experience and Skills:

The ideal candidate will possess the following skills and qualifications:

- Experience in civil rights, racial equity, or workers' rights litigation;
- Experience working with community-based organizations and organizers;
- Demonstrated awareness and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds, and orientations;
- Able to contribute to the creation of a diverse, equitable, and inclusive culture that encourages and celebrates differences;
- Knowledge of the District of Columbia and its neighborhoods is preferred, but not required; and
- Bilingual ability in Spanish language (professional fluency) preferred, but not required.
- D.C. Bar membership (in good standing), or the ability to waive into the DC Bar (Required).

Applicants with lived experience in communities historically under-resourced and marginalized due to race, class, gender, disability, etc. are encouraged to apply.

COMPENSATION

Based upon Washington Lawyers' Committee pay scale, attached. Credit is given for prior relevant experience. Generous leave and employer-funded benefits.

Attorneys are classified as Associate Counsel, Counsel, and Senior Counsel, depending on the level and nature of experience and skills, in one or more substantive areas of the Committee's work. The work of Counsel is performed under the supervision of the assigned Supervising Counsel, Deputy Legal Director, Legal Director, or Executive Director.

HOW TO APPLY

Please email a letter detailing your interest, a resume, and a brief writing sample to: wlcjobs@washlaw.org. Please place "[your name] – Attorney in Employment and Workers' Rights Practice" in the subject line. Applications will be considered on a rolling basis and the position will remain open until filled. The Washington Lawyers' Committee for Civil Rights and Urban Affairs is an equal-opportunity employer. Diversity is an essential component of the Committee, and we



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encourage all qualified persons to apply. Applicants are accorded an equal opportunity for selection without regard to actual or perceived race, religion, color, national origin, ancestry, disability, medical condition, marital status, sex, age, sexual orientation, or gender identity or expression.

This position is a hybrid position with three core days required to physically be in the office located in Washington, D.C., and up to two days of telework. We will be participating in person when it is necessary to provide the highest quality legal services to our clients and the most effective advocacy.

ATTORNEYS – JOB RESPONSIBILITIES

Attorneys in the Bargaining Unit at the Committee occupy roles as Associate Counsel, Counsel, and Senior Counsel, depending on level and nature of experience and skills, in one or more substantive areas of the Committee's work. The work of Counsel is performed under the supervision of the assigned Supervising Counsel, Deputy Legal Director, Legal Director or Executive Director. Job responsibilities will vary by practice area and by case, but the core set of job responsibilities for all attorneys is:

- Identify and develop matters appropriate for advocacy or litigation.
- Conduct complex class and individual impact litigation and provide other legal services as appropriate; engage in policy advocacy with District, state, and federal agencies, as well as legislatures including the District of Columbia Council.
- Develop and maintain relationships with community based-organizations, organizations led by persons in impacted communities, and other legal and social services providers.
- Work effectively with organizational clients, and in partnership with policy and advocacy organizations.
- Work in partnership with co-counsel law firms and attorneys.
- Maintain or ensure the maintenance of data and records in Legal Server regarding all assigned cases
- Record time worked on cases and outreaches contemporaneously in Legal Server.
- Develop mastery of the law in one or more substantive areas of the Committee's work.
- Comply with, the rules governing the practice of law in the jurisdictions and forums relevant to the attorney's practice area, as well as with all applicable rules of professional conduct including the DC Rules of Professional Conduct.
- Be familiar with funding restrictions applicable to any areas in which the attorney is practicing.
- Timely provide requested information needed for press releases, newsletters, grant applications, donor and volunteer outreach, and grant reports, as requested by program, communications, or development staff.
- Perform all work at a level of professional excellence.
- Other duties as assigned.



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Attorney Salary Scale

Years' Experience as an Attorney	Salary for years 1-2 of the Collective Bargaining Agreement (CBA)	Salary for year 3 of the CBA
pre-bar	61,250	62,250
0	64,250	65,250
1	67,250	68,250
2	70,250	71,250
3	73,250	74,250
4	76,250	77,250
5	79,250	80,250
6	82,250	83,250
7	85,250	86,250
8	88,250	89,250
9	91,250	92,250
10	94,750	95,750
11	98,250	99,250
12	101,750	102,750
13	105,250	106,250
14	108,750	109,750
15	112,250	113,250
16	115,750	116,750
17	119,250	120,250



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18	122,750	123,750
19	126,250	127,250
20	129,750	130,750
21+	133,250	134,250