Policy Counsel/Associate or Senior Policy Counsel/Associate – Digital Justice

The Lawyers’ Committee for Civil Rights Under Law is one of the nation’s leading national racial justice legal organizations. Formed in 1963 at the request of President John F. Kennedy, the Lawyers’ Committee uses legal advocacy to achieve racial justice, fighting inside and outside the courts to ensure that Black people and other people of color have the voice, opportunity, and power to make the promises of our democracy real.

The Lawyers’ Committee seeks a talented, dynamic, and enthusiastic policy advocate with a demonstrated commitment to racial justice to serve as a Policy Counsel/Policy Associate or Senior Policy Counsel/Senior Policy Associate in the Public Policy Project. The successful candidate will thrive in a fast-paced environment and be flexible, creative, and comfortable working independently and within a team.

The incumbent will manage a portfolio focused on digital justice, technology, and privacy, and will engage in public policy advocacy, including legislative advocacy, advocacy before administrative agencies, corporate engagement, and collaboration with coalition allies. This may include, for example, supporting legislation to protect civil rights online, engaging with administrative rulemaking proceedings, drafting complaints for agency enforcement, pushing large tech companies to improve their content moderation or privacy practices, and coordinating joint advocacy efforts with other civil society groups. Depending on the needs of the organization and the Public Policy Project, this portfolio of work may include other issues.

Applicants must have experience advocating or working on tech policy, preferably in coalition settings. Ideal candidates will have familiarity with subjects affecting online civil rights and privacy, which may include issues like content moderation; surveillance technologies; online hate, threats, and harassment; algorithmic bias and fairness; discriminatory advertising; disinformation campaigns; biometric technologies; CDA Section 230; anti-discrimination laws; or unfair and deceptive practices laws.

This is a full-time position based in Washington, DC. The incumbent will work under the supervision of the Director of Public Policy. The position title will depend on the experience and educational degree (e.g., B.A., J.D., etc.) of the incumbent. Regular travel is required (as COVID travel restrictions are lifted).
Specific Duties and Responsibilities:

- Analyze federal policy proposals and draft reports and white papers designed to influence policymakers and other stakeholders;
- Monitor key developments in assigned issue areas and identify opportunities for engagement and advancing the organization’s policy agenda;
- Develop and produce advocacy tools for various audiences concerning important technology and privacy-related litigation and federal policies;
- Build and maintain relationships with congressional and executive branch staff to ensure that the principles of the Lawyers’ Committee mission are reflected in the policymaking process, including responding to questions from external sources regarding pending federal legislation and initiatives;
- Attend Congressional hearings, briefings, and meetings, and represent the Lawyers’ Committee in external meetings and briefings with congressional and executive branch staff;
- Work closely with colleagues across relevant Lawyers’ Committee units, primarily the Digital Justice Initiative, and also including the Criminal Justice Project, the James Byrd Jr. Center to Stop Hate, the Voting Rights Project, and other internal Projects as needed, to help identify and pursue shared advocacy objectives;
- Draft testimony, talking points, and other materials for congressional hearings, meetings, briefings, and other public speaking engagements on technology and privacy-related legislative, policy, and regulatory matters;
- Research and draft memoranda, letters and analyses of federal bills, and comments on proposed administrative rules and regulations;
- Plan and execute advocacy events, such as congressional briefings, panel discussions, advocacy days on Capitol Hill, and webinars to further advocacy goals;
- Work with communications staff to coordinate a focused communications strategy and to elevate relevant legislative, administrative, and executive activity in the media;
- Track and summarize legislation, regulations, and other policy developments using databases, as well as monitoring media, social media, and government websites;
- Lead and participate in national coalition meetings focused on technology and privacy-related issues; and
- Provide policy briefings and support for the President & Executive Director, and other senior staff, including drafting written and oral testimonies and helping with preparation for other appearances before the executive branch and legislative officials.
Minimum Requirements and Competencies:

- Deep commitment to the advancement of racial justice and civil rights;
- Bachelor’s degree and a minimum of at least four years of work experience relevant to this role, preferably working on federal policy (preference in hiring for a J.D. or a graduate degree relevant to technology policy, like a Masters or Ph.D. in Computer Science);
- Significant experience with technology and civil rights issues, such as data privacy, algorithmic bias, online harassment, content moderation, anti-discrimination laws, Section 230 of the Communications Decency Act, surveillance and biometric technologies, online voter suppression, and disinformation, unfair and deceptive practice laws, and other similar issues;
- Must be willing to register as a federal lobbyist;
- Working knowledge of the federal legislative, regulatory, and policy process (experience as a Congressional staffer, at a civil rights non-profit, or at a federal or state agency a plus);
- Exceptional research, writing, and communication skills;
- Strong analytical thinking and problem-solving skills;
- Strong organizational skills with superb attention to detail;
- Strong, creative, and curious intellect and the ability to analyze issues and develop novel advocacy strategies;
- Well-developed interpersonal skills, ability to build trust and credibility with partners, as well as Congressional and executive branch staff and officials;
- Ability to synthesize information and manage multiple priorities, take direction and guidance, and follow through and complete assignments, meeting often strict deadlines;
- Ability to work independently as well as part of a team; receptive to instruction and guidance from senior team members;
- Ability to be flexible, responsive, and a team player;
- Proficiency in Microsoft Office software and Internet research tools;
- Knowledge of Bluebook forms for legal citations a plus;
- Demonstrated experience working with and for communities of color and/or low-income communities; and
- Willingness and ability to travel on a regular basis for meetings when deemed safe.

To Apply: Please submit a cover letter and resume, including graduation completion dates to the following link:

https://lawyerscommitteeforcivilrightsunderlaw.applytojob.com/apply/Z0SN3YT4Vt/Policy-CounselAssociate-Or-Senior-Policy-CounselAssociate-Digital-Justice.

No calls will be accepted. The position will remain open until filled, and applications will be reviewed on a rolling basis. Salary and benefits are
competitive for a non-profit legal organization. Staff Benefits include Employer Sponsored (Medical, Dental, and Group Life & AD&D); Voluntary Benefits (Vision Insurance, Short-Term Disability, Long-Term Disability, and Supplemental Life) coverage; the opportunity to participate in the 403(b) Retirement Plan, Voluntary Flexible Spending (Medical and Dependent Care) and Stipends (Cell Phone and Commuter/Parking Benefits); 12 paid Holidays; and Vacation/Sick days.

**Commitment to Diversity and Inclusion:** The Lawyers’ Committee embraces diversity and inclusion in our workplace. We strongly encourage candidates of color and candidates from underrepresented communities to apply. The Lawyers’ Committee does not discriminate on the basis of actual or perceived race, religion, color, national origin, ancestry, disability, medical condition, marital status, sex, age, sexual orientation, gender identity or expression, family responsibility, personal appearance, genetic information, matriculation, political affiliation, or any other status protected under law.

**Accessibility Assistance:** Although calls will not be accepted regarding questions about the position, if you are an individual with a disability and need assistance completing the online application, please call 202-662-8600 and ask for an applicant accommodation; send an email with the subject line “Applicant Accommodation” to accommodation@lawyerscommittee.org.

**Important Vaccination Requirement:** The Lawyers’ Committee requires employees to be fully vaccinated (including all eligible boosters) against COVID-19 unless a medical or religious exemption is approved. Being fully vaccinated means an individual is at least two weeks past their final dose of an authorized COVID-19 vaccine regimen. As a condition of employment, newly hired employees will be required to provide proof of their COVID-19 vaccination.