The Williams Institute, a national think tank on sexual orientation and gender identity law and public policy at UCLA School of Law, seeks an experienced attorney or legal scholar to serve as a Counsel. Qualified applicants will be well-versed in litigation, legislative lawyering, and/or public policy. The Counsel will provide legal research and analysis related to litigation, legislation, and regulatory and policy developments concerning issues of sexual orientation and gender identity, particularly at the federal level. The Counsel will also work on independent research projects to inform current issues of law and public policy.

For close to 20 years, the Williams Institute has been the preeminent research institution focusing on policy-relevant legal and social science research to ensure that facts, and not myths and stereotypes, inform law and policy impacting the lesbian, gay, bisexual, and transgender (LGBT) community. The Counsel will play a critical role both in undertaking original research and in using the Institute’s rich and rigorous analyses to file amicus briefs in groundbreaking cases; draft model legislation and provide technical assistance to local, state, and federal legislators; file comments in administrative rulemaking proceedings; produce fact sheets and infographics to convey the Institute’s research in compelling ways; and engage in public education to a wide range of audiences. The Counsel is expected to display a high degree of initiative and independence in conceptualizing and implementing policy-relevant projects.

Candidates may be eligible to teach relevant classes at the School of Law.

**Qualifications**

- J.D. with three to seven years of relevant work experience as a lawyer with increasing responsibility
- Knowledge of and experience with sexual orientation and gender identity legal and public policy issues
- Demonstrated ability to work collaboratively and in team settings. Must be able to form strong relationships and partnerships across organizations
- Ability to independently develop projects and programs and publish papers, articles, policy briefs and reports
- Experience drafting high quality legal briefs and memoranda
- Strong oral and written communication skills, including excellent prior public speaking experience and work with the media.
- Ability to discuss legal and other complex issues in clear, persuasive terms for non-lawyer audiences.
- Experience conducting legal research, providing analysis, and drafting language, to support litigation, regulations, and policy proposals
- Experience in project management and supervision, including working on research projects or litigation with more junior employees, volunteers, partner organizations, and/ or pro bono attorneys
- Skill in determining priorities that accurately reflect the relative importance of job responsibilities and deadlines and adapting effectively to rapidly shifting priorities and high-pressure situations
- Ability to travel and work evenings and weekends as needed to fulfill job responsibilities
Job Duties

- Conducting legal research on LGBT-related public policies;
- Writing articles and commentary for a variety of publications;
- Preparing amicus briefs for selected court cases;
- Providing legal research and drafting testimony on legislation;
- Drafting model laws;
- Preparing comments for submission in administrative rulemaking proceedings;
- Communicating with the media;
- Organizing and conducting judicial education programs and other educational events;
- Implementing and overseeing other Williams Institute projects related to LGBT legal analysis and scholarship;
- Coordinating with affiliated lawyers, and scholars;
- Organizing conferences and other meetings to accomplish these duties.

Target Salary: $5,325 - $10,533 monthly

If interested, please apply here: https://hr.mycareer.ucla.edu/applicants/Central?quickFind=78982

The Williams Institute is an Equal Opportunity/Affirmative Action Employer advancing inclusive excellence that welcomes diverse candidates. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status, or other protected categories covered by the UC nondiscrimination policy. UC Nondiscrimination & Affirmative Action Policy