

**The Louis D. Brandeis Center for Human Rights Under Law (“LDB”) is looking for NYC-based staff attorneys to join our legal team’s efforts to combat anti-Semitism and anti-Zionism on campus.**

**Position Title:** *Litigation Staff Attorney – New York*

**Location:** New York City

**Hiring Institution:** The Louis D. Brandeis Center for Human Rights Under Law (LDB) is an independent, unaffiliated, nonprofit corporation established to advance the civil and human rights of the Jewish people and promote justice for all. LDB engages in research, education and legal advocacy to combat the resurgence of anti-Semitism on college and university campuses, in the workplace, and elsewhere. It empowers students by training them to understand their legal rights and educates administrators and employers on best practices to combat racism and anti-Semitism.

**Qualifications:** The Staff Attorney – NY should possess a demonstrated commitment to and enthusiasm for LDB’s mission and ability to advocate that mission persuasively. The ideal candidate will have:

- A J.D and bar admission in New York State
- 3 to 5 years of civil litigation experience, including: handling all aspects of discovery (fact finding, propounding, and responding to written discovery, taking and defending depositions, procedural and dispositive motions practice), taking cases to trial, and settlement negotiations and mediation.
- Experience with cases before federal or state administrative agencies (such as the Education Department’s Office for Civil Rights and EEOC) is a plus.
- Excellent academic credentials from an ABA-accredited law school.
- Maintain the highest standards of integrity; exhibit excellence in legal analysis and writing; and display, at all times and to all persons, a courteous, professional and cooperative attitude.

**Responsibilities:** Key areas of responsibility include:

- Managing a docket of active cases around New York State involving anti-Semitism and discrimination in higher education;

- Interviewing witnesses and potential clients;
- Conducting intake activities including assessment of potential actions;
- Managing discovery and communications with opposing counsel;
- Preparing legal complaints, briefs, and related documents;
- Researching substantive issues of federal and state law;
- Researching and analyzing public policy issues;
- Assist with coordinating local events and efforts by NY area LDB law school chapters;
- Delivering written and oral presentations to a variety of audiences.

Additional duties may include interacting with complainants, witnesses, university administrators, government officials, public interest advocates, other nonprofit organizations, activists and/or the public; assisting in the preparation of conferences, workshops, lectures and symposia; preparing continuing legal education materials; developing public policy white papers and related policy materials; and generally providing trusted legal and policy support.

**Compensation:** Non-profit market competitive. \$110,000-135,000

**Travel:** Travel may be required.

**Application Process and Timing:** Applications are reviewed on a rolling basis. Help us understand why you might be a good fit for LDB and why we might be the right team for you. Please apply with the following materials: your resume; a cover letter addressing your interest and passion for LDB's mission and the Staff Attorney – NY as well as how your experience relates to the job requirements (no more than 1 page); and a legal writing sample (no more than 10 pages).

Please submit your application materials in pdf form by email to: [lprior@brandeiscenter.com](mailto:lprior@brandeiscenter.com)

The Louis D. Brandeis Center, Inc., is an equal opportunity employer.