



EXECUTIVE SUMMARY – SENIOR LITIGATION COUNSEL

Location: New York, NY

In Office Work: In-office approximately 4 days a week

To Apply: Interested candidates should submit a resume and cover letter to:
careers@brandeiscenter.com

Position Overview

Reporting to the Director of Litigation, the Senior Litigation Counsel role requires a person who unequivocally supports the mission of The Louis D. Brandeis Center. As LDB grows, this role will support the foundational goals of advancing the civil and human rights of the Jewish people and promote justice for all. As a Senior Litigation Counsel, you will be building cases, managing internal staff and outside counsel, and standing in the courtroom and arguing before a judge and jury to combat the resurgence of anti-Semitism on college and university campuses, in the workplace, and elsewhere.

Key Responsibilities

The Senior Litigation Counsel will be relied upon to handle all aspects of litigation in federal court as well as federal and state administrative agencies, such as the Office for Civil Rights, Department of Education (OCR) and the Equal Employment Opportunity Commission (EEOC), under the direct supervision of the Director of Legal Initiatives.

In a broad sense, the Senior Litigation Counsel will:

- Lead and manage a docket of active civil litigation cases involving anti-Semitism and discrimination in higher education and the corporate arena.
- Act as First-Chair Trial Attorney leading the litigation cases.
- Oversee and manage the Staff Litigation Attorneys and other staff to build an internal team in support of the litigation cases.

- Oversee, manage, and supervise outside counsel on major federal litigation. Will act as “the GC of a client” – working on behalf of LDB and being a full-fledged co-counsel on cases.
- Prepare legal complaints, briefs, and related documents; be prepared to “take pen to paper.”
- Manage discovery and communications with opposing counsel.
- Research substantive issues of federal and state law.
- Research and analyze public policy issues.
- Deliver 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 non-profit 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.

Experience and Qualifications

10+ years of litigation experience gained at premier law firms or government positions with demonstrated academic achievement. First-chair trial experience leading complex federal litigation, aptitude for strategic thinking, and execution of litigation strategy is required.

Key qualifications of the Senior Litigation Counsel will include:

- A J.D. and bar admission in New York State.
- Ten+ years of civil litigation experience, including experience handling all aspects of discovery (i.e., 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 juries, federal and/or state administrative agencies, such as the Office for Civil Rights, Department of Education (OCR) and the Equal Employment Opportunity Commission (EEOC).
- Excellent academic credentials with demonstrated academic achievement and top-tier law firm experience; federal clerkships are strongly preferred.

Interpersonal Competencies & Success Factors

- Demonstrated aptitude for strategic thinking regarding the application of the law to the mission.

- Must be a decision maker – demonstrated ability to analyze facts, make a decision, and support the decision. Maintain the highest standards of integrity.
- Exhibit excellence in legal analysis and writing.
- Display, at all times and to all persons, a courteous, professional, and cooperative attitude; must treat all attorneys and administrative staff with respect.
- Must be smart, creative, and innovative, with the ability to “think outside of the box.”
- Strong risk management assessment of cases with the ability “to push the envelope” to advance the mission of LDB.
- Possess maturity, gravitas, and judgement in order to gain credibility inside and outside of the organization.
- Ability to be diplomatic, yet firm when engaging with outside counsel.
- Must be able to bring one’s own cases and manage younger attorneys.
- Manage, supervise, and train junior staff litigators.
- Must keep internal people informed about matters – be direct and focused when presenting matters.
- Team player – must have a “roll up the sleeves” attitude.
- Adaptable to the people within the organization.

Ability to function in a “start-up’ like environment – no bureaucracy and building support structure.

Compensation

Aligned with other non-profit organizations and commensurate with experience, the package includes cash compensation and a benefits package.

Company Overview

The Louis D. Brandeis Center for Human Rights Under Law (LDB) is a non-profit organization founded by Kenneth L. Marcus in 2011 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. Among other things, LDB empowers students by training them to understand their legal rights and educates administrators and employers on best practices to combat anti-Semitism.

This new public interest litigation group, The Center for Legal Innovation (“the Center”) represents a new litigation initiative that focuses on combatting anti-Semitism across the nation and against those who would support terrorism inside this country. The Center will

use the law to combat all forms of anti-Semitism, such as anti-Semitism that occurs in academia, the workplace, housing, healthcare, public accommodations, government services, unions, and corporations. Specifically, on campus, the Center will work with university faculty and students to investigate incidents, work with administration on procedures and protocols, and file legal complaints when necessary. The Center's goal is to change the culture on campuses so that anti-Semitism is taken as seriously as other forms of hate and discrimination while also maintaining academic freedom and freedom of speech. In the workplace, LDB looks to educate companies and individuals and conduct proactive litigation. The Center will operate out of the Brandeis Center's New York office. The Washington, D.C. based Brandeis Center also recently opened a satellite office in Los Angeles.