



Legislative Representative Washington, DC

Earthjustice is the premier nonprofit environmental law organization. We take on the biggest, most precedent-setting cases across the country. We wield the power of law and the strength of partnership to protect people's health; to preserve magnificent places and wildlife; to advance clean energy; and to combat climate change. We partner with thousands of groups, supporters, individuals and communities to engage the critical environmental issues of our time, and bring about positive change. We are here *because the earth needs a good lawyer*.

Founded in 1971, Earthjustice has a distinguished track record of achieving significant, lasting environmental protections. We achieve this by hiring people who share a passion for justice and a healthy environment. Our headquarters are in San Francisco with offices in Anchorage, Chicago, Juneau, Los Angeles, Tallahassee, Honolulu, New York, Philadelphia, Denver, Seattle, Bozeman, and Washington, DC.

This position provides legislative and administrative strategy development and implementation on environmental issue priorities for Earthjustice on issue areas (e.g. BLM Lands, Endangered Species; Clean Air) as assigned by Supervisor.

Responsibilities:

LOBBY STRATEGY DEVELOPMENT AND IMPLEMENTATION (50-60 %)

- Develop and implement legislative and administrative advocacy strategies relating to assigned issues.
- Directly lobby Congress and the Administration.
- Track legislation and policy initiatives relating to assigned issues.
- Educate Congress and the Administration on key legal challenges and rulings.
- Develop lobby and education materials, including but not limited to fact sheets, letters, congressional testimonies, action alerts and blogs.
- Work with Communications Department to develop media strategies, that include but are not limited to conducting outreach to media outlets and creating social media content as well as blogs and op-eds on assigned issues.
- Work with Legislative Director and when warranted relevant litigators and internal issue area experts to develop positions and strategies on relevant legislation and administrative actions.
- Perform policy and legislative analysis.
- Educate the Administration and Congress on key legal challenges and rulings. Serve as spokesperson for Earthjustice on assigned issues.
- Manage projects and other efforts on assigned issues performed by Assistants, Interns, Contractors or others

COALITION AND PARTNERSHIPS (20-30%)

- Represent Earthjustice in coalitions and with allies on assigned issues.
- Develop new allies, thoughtful partnerships and coalitions in support of assigned issues.
- Cultivate existing partnerships by creating opportunities for partners and allies to engage in advocacy on assigned issues.
- Engage partners and allies in advocacy strategy development when appropriate and support them as they execute said strategies.
- Coordinate briefings, seminars, and informational sessions with partners as well as support partners' traditional and social media outreach as appropriate

INTERNAL COORDINATION AND ADMINISTRATION (20%)

- Represents PAL on Earthjustice working groups related to assigned issues.
- Liaison with Earthjustice Legislative Director, relevant litigators, and communications staff working on assigned issues.
- Ensure PAL Vice President, Legislative Directors and other PAL lobbyists are aware of work you are doing that may impact their assigned issues, shared legislation or cross-cutting issues.

- Coordinate with PAL Vice President, Legislative Directors and other PAL lobbyists during strategy development when work you are doing that may impact their assigned issues, shared legislation or cross-cutting issues.
- Be a team player by assisting other PAL staff when time-pressed to complete actions pertaining to their assigned issues.
- Participate and contribute in strategy meetings regarding possible or pending litigation or communications work bound to impact advocacy efforts on covered issues.
- Contribute to Earthjustice's Diversity, Equity and Inclusion (DEI) mission through involvement in trainings and internal working groups.
- Ensure timely submission of attendance, time accounting and reimbursement requests

Qualifications:

- Two to six years' experience with the legislative process.
- Bachelor's or Master's in an applicable field or a JD.
- Familiarity with administrative rulemaking process.
- Familiarity with the legislative process
- At least two years of experience working the federal legislative and administrative process.
- Ability to handle multiple tasks, projects and deadlines.
- Detail oriented and good organizational skills.
- Excellent writing and oral communications skills.
- Proven ability to work in coalitions and with allies.
- Experience in working with traditional and social media.
- Proven ability to work independently and proactively.
- Demonstrates an awareness and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds and orientations.
- Contributes to recruiting, hiring, developing and retaining a diverse and inclusive workforce.

Salary is based on experience and location.

Salary range in Washington, DC: \$90,700 - \$100,800

We offer a mission and employee-focused work environment and a competitive compensation package including excellent benefits. Earthjustice is an equal opportunity employer and highly values diversity.

TO APPLY:

Interested candidates should submit the following online via the Jobvite system:

- Resume
- Cover Letter
- A writing sample

Click here to apply: https://app.jobvite.com/j?cj=otEOafwP&s=Turtle_Talk

Please, no phone calls, hard copies, or drop-ins. If you're having technical difficulties submitting your application, reach out to jobs@earthjustice.org

Earthjustice is driven by a passion for justice, partnership, and excellence. Our core values lead us to seek a broad range of perspectives and backgrounds to achieve our mission and to maintain an inclusive environment where all staff are valued and respected. As an equal opportunity employer, we are committed to employment practices that ensure that employees and applicants for employment are provided with equal opportunities without regard to race, color, national origin, ancestry, sex, age, religion, physical or mental disability, medical condition, veteran status, marital status, pregnancy, sexual orientation, gender identity, gender expression, genetic information, or any other factor that is not related to the position.

For positions located within the City and County of San Francisco: Pursuant to the San Francisco Fair Chance Ordinance, we will consider for employment-qualified applicants with arrest and conviction records.

For positions located within the City of Los Angeles: We will consider qualified applicants with criminal histories in a manner consistent with the Los Angeles Fair Chance Initiative for Hiring.