

Organization Name: American Constitution Society for Law and Policy

Office Address: 1899 L Street NW, Suite 200, Washington, DC 20036

Web: <http://www.acslaw.org>

Position Title: Fellow

Start Date: Late-July or August 2020

Term Length: One year

Salary: \$40,000.00 with generous benefits

About us:

ACS believes that the Constitution is “of the people, by the people, and for the people.” We interpret the Constitution based on its text and against the backdrop of history and lived experience. Through a diverse nationwide network of progressive lawyers, law students, judges, scholars and many others, we work to uphold the Constitution in the 21st Century by ensuring that law is a force for protecting our democracy and the public interest and for improving people’s lives.

ACS has a staff of roughly 40 people at our national office in Washington, D.C and around the country. We have lawyer and student chapters across the country that facilitate programming concerning a vast array of legal and policy issues and networking opportunities for progressives. Go to <http://www.acslaw.org/chapters> to learn more about our network.

Position Details:

ACS Fellows perform a wide variety of substantive and administrative tasks. Fellows work closely with the leadership of our Communications, Network Advancement, Policy and Programs, and Strategic Engagement staff to develop exciting speaking programs and written products, communicate the ideas contained in these products and expand and strengthen ACS’s national network of lawyers and law students. Throughout the course of their year-long fellowship, ACS fellows will participate in intimate networking sessions with notably accomplished progressive attorneys from diverse professional backgrounds. They also are responsible for managing national events in Washington, D.C. Evening work is sometimes required for specific events, but weekend work is limited to major conferences once or twice per year.

Incoming fellows are strongly encouraged to attend the ACS National Convention, June 11 – 13, 2020, prior to the fellowship’s start date of August 2020. The Convention is our largest event of the year, with around 1,000 participants from all over the country. During the Convention, fellows will learn more about our network and participate in some of our most important programming, which features influential judges, policy makers, scholars and attorneys.

Upon completion of their fellowship, ACS fellows have consistently pursued successful careers in law and policy. Fellows have gone on to attend some of our nation’s most prestigious law schools including Harvard, Yale, University of Michigan, University of Virginia and Georgetown. They have also attained positions in the U.S. government and advocacy groups, including the Department of Justice, Congressional and Senate offices, the American Civil Liberties Union and the National Urban League.

For those considering law school, no job in America can better develop an understanding of the legal profession. Nor is there a better way to meet lawyers and law students and learn about their lives in the law.

Position Requirements:

- A strong commitment to ACS's mission.
- Self motivation/ability to work independently.
- Ability to manage a number of diverse projects and budget time accordingly.
- Excellent interpersonal skills.
- Excellent organizational skills with attention to detail.
- Excellent written and oral communication skills.
- Familiarity with Microsoft Office.
- Bachelor's Degree

How to Apply: Those wishing to apply should submit a résumé, cover letter, an official or unofficial transcript and one letter of recommendation (each as a PDF) to Jeran Wiebke, Office Manager & Bookkeeper, at jobs@acslaw.org. Please make the subject of the email '[Your Full Name] Fellowship Application.'

Application Deadline: Please submit your applications by 11:59pm EST on January 31st, 2020.