

## **ACS DIRECTOR OR ASSOCIATE DIRECTOR JOB DESCRIPTION**

The American Constitution Society (ACS) believes that our laws and legal systems should be forces to improve and protect the lives of all people. ACS works for progressive legal reform by shaping debate on our most pressing legal and constitutional challenges; with our nationwide network of lawyers, law students, judges, scholars, activists, and policymakers dedicated to those ideas; and by countering the activist conservative legal movement that has sought to erode our enduring constitutional values and rights.

The American Constitution Society is seeking a full-time Director or Associate Director of Strategic Engagement to manage ACS's Path to the Bench Initiative. The ACS Path to the Bench Initiative works to develop a pool of highly qualified legal professionals dedicated to long-term, positive change and a fair judiciary. ACS chapters, working closely with their local legal communities, identify talented progressive lawyers at every stage in their careers and give them the support necessary to attain influential legal positions at the state and federal level.

Central to our work is ensuring that local legal communities come together to engage in judicial selection processes and prioritize racial, ethnic, gender, sexual orientation, and practice area diversity.

### **RESPONSIBILITIES**

In carrying out the objectives of the Path to the Bench Initiative, the Director will:

- Work closely with and expand the capacity of ACS's 55 existing Path to the Bench Working Groups across 42 states.
- Collaborate with the Strategic Engagement team to build and cultivate relationships in the executive, legislative and judicial branches at the federal, state, and local level, as well as with partner organizations, to further ACS's work on judicial nominations and related issues.
- Plan and execute educational programming for lawyers and law students related to careers in the judiciary and other influential legal positions.
- Serve on the team to assist students and lawyers to secure judicial clerkships and other legal positions as a key part of pipeline building.
- The Director/Associate Director may work hybrid in-office/remotely if they live in the Washington metropolitan area or remotely if they live outside that area with the expectation of occasional travel to Washington, D.C.

### **QUALIFICATIONS**

The ideal candidate will possess many of the following qualifications and personal attributes:

- A strong commitment to and understanding of ACS's mission.
- Demonstrated ability to communicate with a variety of audiences, internally and externally.
- Excellent interpersonal skills and ability to interact with high profile individuals with discretion.

- Experience organizing, managing, and leading groups of volunteers.
- Self-motivation with ability to work independently while recognizing team dynamics.
- Knowledge of current legal and public policy issues.
- Sense of humor.
- A JD degree from an accredited law school and two to ten years of professional experience is required.
- ACS requires vaccination of all employees that perform in-person job duties.

## BENEFITS

- Salary range for the position is \$70,000 to \$104,000 at the Director level and \$48,000 to \$72,000 at the Associate Director level.
- Generous health, vision, dental, life insurance.
- Paid holiday, vacation, and sick leave.

## HOW TO APPLY

Those wishing to apply should submit a résumé and cover letter (each as a PDF) to Morgan Washburn, HR Manager, at [jobs@acslaw.org](mailto:jobs@acslaw.org). Please include “Director/Associate Director of Strategic Engagement” in the subject line.

ACS values a diverse workforce and an inclusive culture. ACS encourages applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability, and veteran status.