

**CENTER FOR INTERNATIONAL ENVIRONMENTAL LAW
POSITION DESCRIPTION**

POSITION TITLE: STAFF ATTORNEY (Climate and Finance)

PROJECT(S): Climate & Energy

LOCATION: Washington, DC

SUPERVISOR(S): Program Director, Climate & Energy

SALARY: D.o.E.

SUMMARY DESCRIPTION:

CIEL's Climate & Energy Attorney (Climate and Finance) will be a seasoned attorney and advocate with substantial expertise in finance and securities law and a passionate commitment to confronting climate change. Our Climate & Energy program uses international and trans-boundary legal strategies to address the threat of climate change while advancing the cause of global human rights. We work to accelerate the transition from fossil fuels by encouraging investment shifts and holding State and corporate actors accountable for their contributions to climate change.

The Attorney will develop and implement education and advocacy campaigns; produce cutting edge legal analysis; raise awareness among financial actors, media and decision-makers; and mobilize financial actors and institutions to take action on climate risk, including by reducing investments in fossil fuels.

Primary responsibilities include drafting and submission of expert comments, legal perspectives and other analyses; leadership in and execution of campaigns that target key financial actors including credit rating agencies, pension funds, and mutual funds; advocacy with diverse stakeholders (both in the finance and regulatory spaces); representing CIEL in coalitions, negotiation processes, public meetings and workshops; establishing and maintaining effective working relationships with partner and financial organizations, relevant agencies and intergovernmental organizations; and developing and implementing domestic, international and transnational legal strategies to accelerate action on climate change.

GENERAL RESPONSIBILITIES:

Programmatic Responsibilities:

1. In collaboration with the Program Director and other team members, develop and deliver high impact campaigns and legal strategies to advance CIEL's strategic priorities and programmatic objectives, ensuring highest quality work product;
2. Develop and maintain a working knowledge related to the Program, including knowledge of relevant political, legislative, and regulatory frameworks, and monitor ongoing activities affecting Program goals;
3. Bear primary responsibility for CIEL's work to accelerate the shift from fossil fuels by ensuring that financial actors adequately assess and account for climate risks in

investment decisions, including by identifying potential litigation pathways to hold corporate and financial actors accountable for their contributions to climate change.

4. Prepare legal and policy analyses, briefing documents, written comments and educational materials for submission to financial institutions, governments, NGO partners and the media;
5. Establish and maintain effective working relationships with personnel of partner organizations, relevant agencies and intergovernmental organizations, and staff of other NGOs and networks to achieve CIEL's Program goals.
6. Assist in the development of fact sheets, press releases, and other online and print materials to educate, inform, and engage CIEL funders, supporters, and the public;
7. Represent CIEL in public meetings and workshops, hearings, and other processes as assigned;
8. Coordinate with relevant staff in other CIEL programs to ensure consistency and integration across programs in support of CIEL's strategic priorities;
9. Ensure information flow within the team and CIEL staff; and
10. Perform other job related duties as requested or assigned by program director.

Management and Administration:

1. Participate in weekly organizational staff meetings and other relevant meetings as requested by the President, Director of Finance and Administration, and other team members;
2. Assist in the preparation of annual project and program plans, and operating budgets in line with both short term and long term goals and objectives;
3. Assist in fundraising by participating in identify and research prospective funders, and prepare funding applications, proposals, reports, and other communications;
4. Supervise and take responsibility for the professional development of law fellows and interns; and
5. Maintain timesheets contemporaneously and submit them on time.
6. Participate in an annual CIEL staff performance evaluation.

QUALIFICATIONS:

Minimum Qualifications:

1. J.D. or equivalent law degree;
2. At least five years' experience with securities law, corporate law, financial transactions, and related litigation, including at least two years in a public policy or advocacy context.
3. Demonstrated knowledge of climate law and policy.
4. Exceptional research, writing and communication skills; demonstrated ability to write clearly and compellingly for a variety of audiences, including corporate decisionmakers, policymakers and the general public;
5. Demonstrated ability to do complex legal and policy analysis;
6. Ability to work both independently and in close coordination with a team;
7. Strong organizational skills and ability to manage multiple tasks simultaneously;
8. Ability to travel periodically and for extended periods;

9. Necessary immigration status or permit to work in the United States or Switzerland;
10. Active membership in at least one bar association; and eligible for membership to D.C. Bar within 1 year.

Desired Qualifications:

1. Experience with international, environmental and/or human rights law or similar fields;
2. Demonstrated experience in non-profit legal advocacy and/or corporate campaigns;
3. Public speaking experience;
4. Experience with external fundraising to support project goals; and
5. Ability to communicate effectively in one or more foreign languages.

About CIEL

For more than two decades, CIEL has used the power of law to protect the environment, promote human rights, and ensure a just and sustainable society. We seek a world where the law reflects and upholds the interconnection between humans and the environment, respects the limits of the planet, protects the dignity and equality of each person, and encourages all of earth's inhabitants to live in balance with each other.