



CENTER FOR INTERNATIONAL ENVIRONMENTAL LAW
POSITION DESCRIPTION

POSITION TITLE: Senior Attorney, People, Land & Resources Program

PROGRAM: People, Land & Resources (PLR)

SUPERVISOR(S): Program Director, PLR

LOCATION: Washington DC

SALARY: D.o.E.

SUMMARY DESCRIPTION:

The People, Land, & Resources Program seeks to protect and defend the environment and human rights, particularly against the adverse impacts of development. The Program works to ensure that laws and policies governing development activities are consistent with those protecting the environment and human rights, and hold governments and corporations accountable when their activities violate those rights. To drive change, our policy advocacy is complemented with community-based coordination. This position requires experience accompanying and representing communities or other stakeholders before human rights bodies, international arbitral panels and/or international accountability mechanisms, and familiarity with one or more of the following areas:

- environmental and human rights standards related to international development, including impact assessments, the rights of indigenous peoples and other local communities;
- international trade and investment law.

The Senior Attorney will have demonstrated experience working closely with coalitions, partners, and local communities. Responsibilities include: advocacy before international accountability mechanisms, human rights bodies or trade panels; providing legal and policy analyses and other technical support; preparing reports, briefing notes, and other documents; organizing workshops and campaign strategies; participating in and contributing to advocacy efforts; and undertaking other work as assigned. The Senior Attorney will report to the Program Director frequently, at least bi-weekly. The position is based in Washington, D.C., and requires some international travel.

RESPONSIBILITIES:

Programmatic Responsibilities

1. In conjunction with the Program director, and other relevant staff, develop a work plan and budget in line with agreed upon short- and long-term objectives for the Program.
2. Implement strategies and tactics developed to achieve goals, ensuring highest quality work product.
3. Develop and lead campaigns and legal strategies that achieve measurable progress towards CIEL's strategic priorities and programmatic objectives, ensuring highest quality work product;
4. Maintain a working knowledge of relevant political, legislative, and regulatory frameworks;
5. Prepare legal and policy analyses, briefing documents, written comments, and educational materials for submission to governments, NGO partners, and communities;
6. Represent CIEL in coalitions, international negotiation processes, public meetings and workshops, hearings, and other processes;
7. Establish and maintain effective working relationships with personnel of partner organizations, relevant agencies and intergovernmental organizations, other networks, and CIEL staff;
8. Direct, organize, and participate in events to support the Program goals;

9. Act as spokesperson for Program to the media in consultation with the Program Director, and support related communications work through the development of fact sheets, press releases, and other on/offline materials to educate, inform, and engage CIEL funders, supporters, and the public;
10. Assist in information flow within the Program and CIEL;
 - Keep Program Director and team informed of progress on activities and engagements with partners and colleagues;
 - Work with Program Director to ensure relevant information is shared with other programs, the President, and other staff; and
11. Perform other job related duties as requested or assigned by the Program Director.

Management and Administration:

1. Maintain timesheets contemporaneously and submit them on time;
2. Supervise and take responsibility for the professional development of junior attorneys, interns, law fellows, or program associates as assigned;
3. Meet monthly, or as requested, with the President, Director of Finance and Administration, and other team members;
4. Prepare reports to funders, in collaboration with the Program Director, and ensure that all funding reports regarding the Program are submitted to funders on time; and
5. Participate in weekly organizational staff meetings and other organizational activities.

Other:

1. Maintain the highest professional standards and active membership in the D.C. Bar.

QUALIFICATIONS:

Minimum Qualifications:

1. J.D. or equivalent law degree, with a focus on International Environmental Policy/Law, international human rights law.
2. Six to eight years practical experience with the law, policy, and practice of natural resource management and/or human rights;
3. Exceptional research, writing, and communication skills; demonstrated ability to write clearly and compellingly for a variety of audiences, including policymakers and the general public;
4. Demonstrated experience in working with civil society organizations and a diversity of people and groups;
5. Proficiency working in both English and Spanish.
6. Proven ability to work both independently and in close coordination with a team;
7. Demonstrated ability to manage multiple tasks simultaneously;
8. Ability to travel periodically and for extended periods.

Desired Qualifications:

1. Strong organizational skills, including experience with project management; and
2. Proficiency in one or more foreign languages.

About CIEL:

For almost 30 years, CIEL has used the power of law to protect the environment, promote human rights, and ensure a just and sustainable society. CIEL's dynamic team of international attorneys and experts work together in a collaborative and supportive work environment to tackle some of the most interesting and challenging issues facing people and the planet. CIEL is an equal opportunity employer.