



CIVIL RIGHTS EDUCATION
AND ENFORCEMENT CENTER

Full-Time Legal Director

The Civil Rights Education and Enforcement Center (CREEC) is a legal nonprofit and membership organization. We are widely recognized for systemic change litigation and for education and support for lawyers, advocates, and individuals with questions about the areas in which we practice. CREEC is seeking a full time Legal Director. This is a full-time, exempt position that is fully remote. We will prioritize applicants based in Colorado, California, or New York.

Our Mission

CREEC's goal is to ensure that everyone can fully and independently participate in our nation's civic life without discrimination based on race, gender, disability, religion, national origin, age, sexual orientation, or gender identity. We challenge discrimination through litigation and education, seeking systemic change and improvement in individual lives. CREEC provides legal expertise as well as education and resources to individuals, advocates, and lawyers in the immigrant and civil rights communities. CREEC's work focuses on empowering communities through education and instructional resources, discourse, outreach, advocacy, collaboration, and well-timed humor. However, our work doesn't stop there. We investigate and hold to account the powerful and the privileged. We file individual, systemic, and class action lawsuits while tenaciously protecting the civil rights of protected classes.

Position Overview

The Legal Director will lead, manage, and support legal personnel who provide direct client representation and may also serve as lead counsel or co-counsel in major litigation. The Legal Director will lead attorneys in developing a pipeline of advocacy, including litigation, while supporting attorney development and ensuring maximum strategic impact in service of the organization's mission and goals. The Legal Director will work closely with and report to the Executive Director.

Responsibilities

The role of Legal Director will generally include:

- Day-to-day leadership and oversight of the legal work, including taking a lead role in litigating and managing cases on CREEC's docket;
- Seeking out and supporting attorneys in developing new advocacy, including litigation, with an eye to strategic impact (centering intersectional experiences that are structurally

marginalized, as well as abolitionist aims), organizational needs, and the goals and concerns of movement partners;

- Developing and implementing innovative methods that maximize the strength of resources and successfully addresses mission and grant requirements;
- Reviewing co-counsel agreements on behalf of the organization;
- Developing and maintaining a rate sheet for attorneys and legal staff;
- Participating in annual development of our areas of work;
- Participating in budgeting and strategic planning;
- Participating in planning and applying for fund diversification including supporting grant writing and other fund development activities;
- Leading recruiting, hiring and supervising legal team members including attorneys, paralegals, and externs/interns;
- Establishing program benchmarks and recommending improvements; developing standards for reporting, accountability, and measuring success; and making program recommendations to the Executive Director; and
- Other duties as assigned.

Qualifications

- At least 10-12 years of experience in a relevant practice area;
- Strong experience with civil rights litigation, including class actions;
- Admission to and good standing with the State Bar in the state of residence;
- Experience with the communities CREEC serves, including people with disabilities, detained immigrants and asylum seekers, and incarcerated or formerly incarcerated individuals;
- Spanish or ASL language skills a strong plus; and
- Experience with and commitment to movement lawyering and client-centered work.

Salary & Benefits

Salary: \$125,000. Benefits include a healthcare plan; a SIMPLE retirement plan to which CREEC contributes; vacation, sick, and personal leave; workers' compensation insurance; payment of dues for relevant organizations; payment of bar dues; continuing legal education; and malpractice insurance.

How to Apply

CREEC is an equal opportunity employer that values a diverse workforce and promotes an inclusive culture. CREEC does not discriminate on the basis of race, color, religion, gender, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, marital status, citizenship, disability, or veteran status. Applicants from diverse backgrounds are encouraged to apply.

Please submit to resumes@creeclaw.org a resume or CV, a list of significant litigation that includes a description of your role in each case, and a cover letter explaining why you would be ideal for this job in light of the description above and your experience.