



POSITION DESCRIPTION

POSITION TITLE: Staff Attorney

PROGRAM: Environmental Health

SUPERVISOR: Environmental Health Program Director

LOCATION: Geneva, Switzerland

SALARY: D.o.E.

SUMMARY DESCRIPTION:

The Center for International Environmental Law (CIEL) seeks a **Staff Attorney** to support its Environmental Health (EH) program. CIEL's EH program works to strengthen the regulation of toxic substances and protect communities and families worldwide from toxic risks, with a particular focus on addressing the global plastic crisis, limiting exposure to endocrine disrupting chemicals, and strengthening the precautionary principle in the EU.

The Staff Attorney will support a growing campaign to address the human and environmental impacts of plastic production, use, and disposal worldwide, including securing a mandate within the United Nations to negotiate a new global agreement to address the plastic crisis. The Staff Attorney will participate actively in key international fora, engage with relevant decision-makers, and equip, strengthen, and align partners worldwide to define, develop, and achieve policy objectives within the United Nations, the Basel, Rotterdam, and Stockholm (BRS) conventions, human rights institutions, and beyond.

To perform this role, the Staff Attorney will have familiarity with international environmental law and policy, and the sources and impacts of plastic pollution. The Staff Attorney will also have impeccable legal research and writing skills. Experience within multilateral environmental negotiations and working with civil society networks are strongly preferred, and knowledge of human rights processes and EU law is a plus.

Responsibilities include: participating in relevant international processes; policy and legal research and analysis into existing and possible international legal instruments; preparing parallel reports, legal opinions, briefing notes, communications and campaign materials, and other documents; supervising interns; engaging with the Geneva international community and Geneva-based human rights institutions; participating in EH team strategic planning; and participation in the coordination of cross-cutting partnerships and coalitions.

The Staff Attorney position is full time, based in Geneva, and requires extensive international travel, sometimes for significant periods. The Staff Attorney reports to the EH Program Director.

RESPONSIBILITIES:

1. In conjunction with the EH Program Director and team, develop and implement campaigns and strategies that achieve measurable progress towards CIEL's strategic priorities and programmatic objectives, ensuring the highest quality work product;
 - a. Maintain a working knowledge of relevant political and regulatory frameworks and issue areas;
 - b. Assist in the research and drafting of briefing documents, legal analysis, parallel reports, written comments, and publication-ready materials for submission to governments, international organizations, and NGO partners;
 - c. Organize, coordinate, and participate in events to support program goals;
 - d. Assist in the design and implementation of strategies to inform, engage, and mobilize target constituencies;
 - e. Assist in the development of fact sheets, press releases, online and traditional communication materials, webinars, and other informational materials to inform, engage, and equip CIEL

- funders, partners, supporters, and the public;
 - f. Establish and maintain effective working relationships with relevant partner and intergovernmental organizations, agencies, country representatives, and other stakeholders; and
 - g. Represent CIEL in coalitions, public meetings, workshops, and other processes.
2. Assist in information flow within the program and other CIEL programs.
 3. Perform other job-related duties as requested or assigned by the Program Director.

Administration:

1. Maintain timesheets contemporaneously and submit them on time.
2. Participate in weekly staff and team meetings and other organizational activities, including an annual staff performance evaluation.

QUALIFICATIONS:

Minimum Qualifications:

1. JD or master's degree in international law or a relevant field with a solid legal component;
2. Superior legal analytical, writing, and communication skills and a demonstrated ability to write clearly and compellingly for a variety of audiences, including policymakers and the general public;
3. Experience using legal norms in the context of legal or para-legal policy campaigns;
4. Demonstrated experience working with a diversity of people, groups, and organizations;
5. Strong organizational skills and ability to manage multiple tasks simultaneously;
6. Ability to work both independently and in close coordination with a team, including in the context of the challenging environment surrounding by intergovernmental meetings;
7. Has necessary immigration status or permit to work in Switzerland (Schengen passport);
8. Ability to travel on request - including for extended periods;
9. 2 to 4 years of relevant legal and campaigning experience; and
10. Fluency in the English language.

Desired Qualifications:

1. Understanding of the sources and impacts of plastic pollution, experience with relevant international policy fora, and familiarity with the landscape of the global movement addressing plastic pollution;
2. Working knowledge of EU laws relating to environmental health topics (including chemicals, waste, and water frameworks);
3. Working knowledge and expertise in human rights processes and institutions, experience with relevant international policy fora, and understanding of the linkage between human rights norms and environmental challenges;
4. Direct experience participating in UN environmental negotiations;
5. Experience with a variety of communication technologies and formats, including social media and blogging; and
6. Proficiency in at least one additional UN language.

About CIEL

For 30 years, CIEL has used the power of law to protect the environment, promote human rights, and ensure a just and sustainable society. CIEL is a 501(c)(3) non-profit organization, is an equal opportunity employer, and encourages individuals from a diversity of backgrounds to apply. CIEL offers an informal, friendly, and fun work environment with excellent benefits.