



## POSITION DESCRIPTION

**POSITION TITLE:** Staff Attorney

**PROGRAM:** Climate & Energy

**SUPERVISOR:** Program Director, Climate & Energy

**LOCATION:** Washington, DC\*

**SALARY:** D.o.E.

### **SUMMARY DESCRIPTION:**

The Center for International Environmental Law (CIEL) uses the power of law to protect the environment, promote human rights, and ensure a just and sustainable society. CIEL's Climate and Energy (C&E) Program advances innovative legal strategies to protect human rights and the planet from both the drivers of and the responses to climate change; to accelerate the transition from fossil fuels by highlighting the risks of fossil fuel investments and holding State and corporate actors accountable for their role in the climate crisis; and to address the plastic crisis at its source: the fossil fuel industry.

CIEL seeks a Staff Attorney to support the C&E Program's climate litigation and accountability work. In close collaboration with CIEL's civil society partners and clients, the Staff Attorney will help develop and implement legal and advocacy strategies related to new and ongoing climate litigation, conduct research, and support CIEL's growing work aimed at holding those responsible for climate change to account.

To perform this role, the ideal candidate will have litigation experience, demonstrated command of the drivers and impacts of the climate crisis, and familiarity with one or more relevant areas of law including human rights, tort, and criminal liability regimes in common law systems. The Staff Attorney will also have impeccable research and writing skills in English. Responsibilities include: performing legal research and analysis; helping to develop legal and advocacy strategies; supporting partners in ongoing litigation; working in civil society coalitions; drafting legal memoranda and filings, communications materials, and other documents. The Staff Attorney will preferably be based in Washington, DC, but we will consider exceptional candidates seeking to work remotely. This is a full-time, exempt position that reports to the Climate & Energy Program Director. The position will require travel, including internationally, sometimes for significant periods of time.

### **RESPONSIBILITIES:**

1. In conjunction with the C&E Program Director and relevant staff, develop and implement legal and advocacy strategies to hold those most responsible for climate change accountable, in line with CIEL's strategic priorities and programmatic objectives, ensuring the highest quality work product:
  1. Research and draft legal analyses, amicus briefs, and other relevant legal strategy documents;
  2. Maintain a working knowledge of relevant legal and regulatory frameworks and issue areas;
  3. Innovate and implement legal strategies and campaigns to advance the movement for climate accountability and climate justice;
  4. Keep abreast of ongoing advances in the climate litigation space;
  5. Organize, coordinate, and participate in meetings and events to support program goals;
  6. Assist in the design and implementation of strategies to inform, engage, and mobilize target constituencies in support of campaign goals;
  7. Assist in the development of press releases, online communication materials, webinars, and other informational materials;
  8. Maintain effective working relationships with relevant partner organizations, communities, intergovernmental organizations, and other stakeholders; and

9. 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. Assist program team and other staff responsible for grant-writing and reporting by sharing information on program activities, deliverables, and expenditures, as needed;
2. Maintain timesheets contemporaneously and submit them on time;
3. Participate in weekly staff and team meetings and other organizational activities, including an annual staff performance evaluation.

**QUALIFICATIONS:**

**Minimum Qualifications:**

1. JD or equivalent law degree with a focus on climate change law and/or international environmental law and policy;
2. Admitted to the District of Columbia Bar or eligible to apply for admission within one year
3. 3-5 years of professional litigation experience in administrative, civil trial, or appellate litigation, up to two years of this experience may include post-JD clerkships;
4. 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;
5. Demonstrated experience working with a diverse range of people and groups;
6. Strong organizational skills and ability to manage multiple tasks simultaneously;
7. Ability to work both independently and in close coordination with a team;
8. Authorization to work in the US;
9. Ability to travel periodically and for extended periods;
10. Fluency in the English language.

**Desired Qualifications:**

1. Knowledge of human rights law, comparative constitutional law, tort, criminal law, finance, criminal liability regimes in common law systems, or other areas relevant to climate law.
2. Experience with a variety of communication tools and technologies, for example, giving interviews, creating talking points, social media, and blogging;
3. Great sense of humor and ability to operate comfortably in a relaxed, informal work environment;
4. Proficiency in one or more additional languages.

Salary is commensurate with experience and competitive with similar non-profit positions. CIEL offers an excellent benefits package, including employer-paid medical, dental, vision, and a 403(b) retirement savings plan with employer match.

**To apply:** please send a cover letter, résumé, and a relevant writing sample in a single PDF via email to [jobs@ciel.org](mailto:jobs@ciel.org) with the title “Staff Attorney: Your Name.” The position will remain open until filled. Desired start date is as soon as possible. Only applicants selected for interviews will be contacted. No telephone calls, please.

**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’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, actively committed to the principles of multiculturalism, equal employment opportunity, and to building an organization that is as diverse as the communities we serve around the world. CIEL encourages applications from all qualified individuals without regard to race, color, national origin, age, sex, sexual orientation, gender identity or expression, family responsibilities, religion, disability, or veteran status.