



Weil

# 2024-2025 PROGRAM APPLICATION GUIDELINES

Weil **LEGAL**  
**INNOVATORS**  
PROGRAM

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# ABOUT US

## ABOUT WEIL LEGAL INNOVATORS

The Weil Legal Innovators Program (WLI) engages incoming law school students in addressing some of the most pressing social and legal challenges in our communities today. Each WLI class is comprised of incoming law school students who plan to attend a J.D. program at one of our law school partners. Innovators defer their first year of law school to work at a partner nonprofit organization for a paid public service fellowship, executing a strategic initiative designed to leverage their passion for justice and commitment to public service, while amplifying the impact of the nonprofits and their important missions.

## ABOUT WEIL

With approximately 1,100 lawyers in offices around the world, Weil operates according to the “one firm” principle, allowing us to bring the right mix of firm-wide skill and local-market presence to deliver the coordinated legal advice necessary to help our clients achieve their sophisticated goals and objectives.

Founded in 1931, Weil has provided legal services to the largest public companies, private equity firms and financial institutions for more than 85 years. Widely recognized by those covering the legal profession, Weil’s lawyers regularly advise clients globally on their most complex Litigation, Corporate, Restructuring, and Tax and Benefits matters. Weil has been a pioneer in establishing a geographic footprint that has allowed the Firm to partner with clients wherever they do business.

# APPLICATION REQUIREMENTS

Thank you for your interest in the Weil Legal Innovators Program!

**The deadline to submit your application is March 18, 2024, 9:00 AM ET.**

Applications must be submitted online by following this link: <https://weilsocialresponsibility.smapply.io/>

## ELIGIBILITY

All students who have been accepted to one of the program's WLI law school partners are eligible to apply. Eligibility is open to students with prior professional experience, as well as to students applying directly to law school from an undergraduate institution.

Applicants must demonstrate an intention to attend one of the participating WLI law school partners by attaching a letter of intent or deposit submission confirming that they plan to attend one of the following law schools:

1. Berkeley Law
2. Columbia University Law School
3. Duke University School of Law
4. Georgetown University Law Center
5. Harvard Law School
6. New York University School of Law
7. Stanford Law School
8. University of Michigan Law School
9. University of Pennsylvania Law School
10. University of Texas at Austin School of Law
11. Yale Law School

In the circumstance that an applicant is still deciding between two or more WLI law school partners by the application deadline, the program will accept an official letter of acceptance to one of the partner law schools in lieu of a letter of intent to attend and/or proof of a deposit. However, a letter of intent to attend and/or proof of a deposit to one of the WLI law schools must be submitted by the time the Innovator accepts their offer to participate in the WLI Program.

Please note that all law school letters must be provided on the institution's letterhead.

Eligibility is also subject to confirmation that the applicant will be 18 years of age as of the July 2024 orientation date. Please also note that this position is not eligible for visa sponsorship. All WLI participants must demonstrate U.S. work authorization within three business days of hire.

Eligibility is also subject to confirmation that the applicant can attend orientation during the WLI Conference in New York City from July 15-17, 2024 (travel expenses and hotel accommodations will be covered by Weil).

# SUPPLEMENTAL MATERIALS

## RESUME

PDF version required.

## PERSONAL STATEMENT

Describe your motivations for participating in the Weil Legal Innovators Program, how it will advance your career goals, and ultimately help you to become a well-rounded attorney with a commitment to public service and social impact, regardless of where your legal career takes you. Please also share what an innovative and entrepreneurial mindset within the context of one's legal career means to you. *Answer should be 500 words maximum.*

## LETTERS OF RECOMMENDATION

Your application must have two letters of recommendation in order to be considered.

You must use the application portal to request a letter from your recommender. You will be able to track the status of your recommendation on the portal, however, you will not be able to view the contents of the letter. You may ask your recommender for a copy of the letter directly at your own discretion.

### GUIDELINES FOR LETTERS OF RECOMMENDATION:

- Letters of recommendations can be from an academic source and/or an employer/internship supervisor.
- For applicants with substantive work experience after college, at least one letter should be from an employer/internship supervisor

### LETTERS OF RECOMMENDATION MUST ANSWER THE FOLLOWING QUESTIONS:

1. Why do you believe that the applicant would be a suitable fit for the Weil Legal Innovators Program?
2. What leadership and/or public service competencies have you seen demonstrated in the applicant?

### OTHER REQUIREMENTS:

- Must be submitted online by March 18, 2024
- Must be submitted through the recommender's institutional email address
- Must be on school or company letterhead
- Must be signed by the recommender
- Should be no longer than one page
- Should be in PDF format

Note if you have an extenuating circumstance relevant to any of the above guidelines and requirements, please email us at [legalinnovators@weil.com](mailto:legalinnovators@weil.com).

# NONPROFIT SELECTION AND PROJECT PROPOSALS

The 2024-2025 WLI Program offers 15 Innovator fellowship opportunities at 12 leading nonprofit organizations based across the United States.

Please identify your **first choice** and **second choice** WLI initiative from the list below. For a full list of all nonprofit project job descriptions and desired skills, please refer to Appendix A.

| ORGANIZATION                                   | JOB TITLE   | LOCATION                         | HYBRID OR REMOTE* |
|--|---|----------------------------------|-------------------|
| American Civil Liberties Union (ACLU) of Texas | Legal Investigator & Litigation Assistant         | Houston, TX                      | Remote            |
| Clooney Foundation for Justice                 | Waging Justice for Women Capacity-Building Fellow | New York, NY                     | Remote            |
| Graham Windham                                 | Advocacy and Public Policy Associate              | New York, NY                     | Hybrid            |
| Innocence Project                              | Exoneration Innovator                             | New York, NY                     | Hybrid            |
| Innocence Project                              | Race and Wrongful Conviction Innovator            | New York, NY                     | Hybrid            |
| International Rescue Committee                 | Housing Policy Analyst                            | New York, NY                     | Hybrid or Remote  |
| Law Foundation of Silicon Valley               | Community Health Advocate                         | San Jose, CA                     | Hybrid            |
| Law Foundation of Silicon Valley               | Educational Rights Advocate                       | San Jose, CA                     | Hybrid            |
| National Women's Law Center                    | Program Associate, TIME'S UP Legal Defense Fund   | Washington, D.C.                 | Hybrid or Remote  |
| Posse Foundation                               | Associate   | New York, NY                     | Hybrid            |
| Robert F. Kennedy Human Rights                 | International Advocacy and Litigation Fellow      | Washington, D.C.                 | Hybrid            |
| Robert F. Kennedy Human Rights                 | Business and Human Rights Fellow                  | Washington, D.C. or New York, NY | Hybrid            |
| United Way of New York City                    | Advocacy Associate                                | New York, NY                     | Hybrid            |
| Upsolve  | Justice Fellow                                    | Cambridge, MA                    | Hybrid            |
| World Wildlife Fund                            | Program Associate, Oceans                         | Washington, D.C.                 | Hybrid            |

*\*Details on hybrid or remote work arrangements included in Appendix A under each job description.*

# NONPROFIT PROJECT PROPOSAL STATEMENTS

For the full list of all nonprofit project job descriptions and desired skills, please refer to Appendix A. Once you have reviewed the job descriptions, please answer the following prompts:

## FIRST CHOICE

Please describe the skills, resources, tools, mechanisms and/or frameworks you would bring to your first choice fellowship role. Please reference the specific challenges, issues, and/or responsibilities presented in the job description and how you would tactically address them.

*Answer should be 500 words maximum.*

## SECOND CHOICE

Please describe the skills, resources, tools, mechanisms and/or frameworks you would bring to your second choice fellowship role. Please reference the specific challenges, issues, and/or responsibilities presented in the job description and how you would tactically address them.

*Answer should be 500 words maximum.*

*We are interested in not only knowing why the nonprofit initiative is interesting to you, but also in understanding how you might tactically address the challenge posed in the job description using the skillsets (including lived experiences, tools and frameworks) which you may wish to bring to the forefront if offered the opportunity.*

## KEY DATES

|                         |  |
|-------------------------|--|
| <b>JANUARY 2024</b>     | WLI applications open  |
| <b>MARCH 18, 2024</b>   | WLI applications close   |
| <b>APRIL 2024</b>       | Interview Round I with WLI Steering Committee;<br>Interview Round II with WLI Nonprofit Partners |
| <b>MAY 1, 2024</b>      | Offers extended to Innovators  |
| <b>JULY 2024</b>        | WLI Program commences  |
| <b>JULY 15-17, 2024</b> | WLI Conference in New York City  |
| <b>JULY 2025</b>        | WLI Program concludes  |

## CONTACT US

For more information on Weil Legal Innovators, please visit:

[www.weil-legal-innovators.com](http://www.weil-legal-innovators.com)

To review our Frequently Answered Questions, please visit:

<https://www.weil.com/weil-legal-innovators/frequently-asked-questions>

To speak with a member of the WLI team, please contact us at:

[legalinnovators@weil.com](mailto:legalinnovators@weil.com)

# APPENDIX A

## NONPROFIT JOB DESCRIPTIONS

**Organization:** American Civil Liberties Union (ACLU) of Texas

**Location:** Houston, TX

**Hybrid or Remote:** Remote\*

**Job Title:** Legal Investigator and Litigation Assistant

**Supervisor:** Senior Manager, Legal Operations



### ABOUT THE ORGANIZATION

The ACLU is the nation's foremost defender of civil liberties and civil rights, dedicated to defending the Bill of Rights and advocating for marginalized communities through litigation, legislation, and public education. The ACLU of Texas, founded in 1938 and headquartered in Houston, is one of the largest ACLU affiliates in the nation. The ACLU of Texas has regional staff in Austin, Brownsville, Dallas, and El Paso.

Whether it's protecting the rights of immigrants and refugees, ending mass incarceration, achieving full equality for the LGBT community, combatting voter suppression, or preserving reproductive rights, the ACLU takes up the toughest civil rights and liberties cases to defend all people from government abuse and overreach.

### JOB DESCRIPTION

The Legal Investigator will assist with research, story gathering and data analysis to further the organization's litigation & policy goals based on the organizational priorities. The Investigator will play a key role in our integrated advocacy program that seeks to protect civil rights and civil liberties through litigation, legislative advocacy, and public education and in shaping the overall vision of the affiliate's work. The person in this position will employ various tools to perform in-depth research to understand the scope and details of civil liberties and civil rights violations. This research will help determine, and lay the groundwork for, the appropriate advocacy tool to address the situation. The Investigator's work – which may include original research, drafting and filing public records requests and reviewing disclosed documents, writing memoranda, white papers, and reports, gathering data and analysis of that data, interviewing witnesses and potential clients, drafting blogs and more – will assist in "building" cases to be used in legal advocacy, supporting legislative advocacy, policy initiatives and campaigns, supporting public education efforts, and messaging in earned or paid media. This position will also assist with post-investigation filings in cases, client management, and general litigation and departmental administrative support duties throughout the duration of the position.

The position of Legal Investigator & Litigation Assistant will be crucial in helping to fight against the erosion of civil rights in Texas. This position would build much needed capacity to fully develop new litigation, ensure continued community-based priority setting, help to prepare for the upcoming legislative session, and provide up to date information to communities across the state. Moreover, the legal department plays a critical role in assisting its policy colleagues in the

analysis of new proposed legislation and drafting of legislative testimony. The research and investigation performed by the Innovator will further our mission of advocacy through an integrated model and cut across all 6 of our issue areas.

### DESIRED SKILLS

- A commitment to diversity, equity, inclusion and belonging; a personal approach that values the individual holistically and respects differences of race, ethnicity, age, gender, sexual orientation, religion, ability, and socio-economic circumstances
- Travel may be necessary as part of the investigatory process. A preference for Texas based Innovators or Innovators willing to live in Texas is encouraged but not required. All travel costs will be covered by the organization
- Well organized and attentive to detail; strong analytical skills
- Spanish speaking Innovators are preferred but not required

**\*Remote Work Details:** This position will be remote, with travel to the Houston office required once per quarter. All travels costs will be covered by the organization.



**Organization:** Clooney Foundation for Justice

**Location:** Global

**Hybrid or Remote:** Remote\*

**Job Title:** Waging Justice for Women Capacity Building Fellow

**Supervisor:** Director, Waging Justice for Women Fellowship Program



## ABOUT THE ORGANIZATION

All over the world, journalists and defenders of democracy are detained, prosecuted, and jailed. Women and girls, LGBTQ+ people, and minorities are subject to unfair laws and targeted for abuse. Meanwhile, the perpetrators walk free.

George and Amal Clooney created the Clooney Foundation for Justice (CFJ) to change this reality. They believe that with expertise, creativity, determination—and a community of allies and supporters—we will succeed in waging justice to protect human rights.

Through CFJ's signature programs, Amal, George, and a talented staff of human rights lawyers, investigators, and advocates seek justice for the most vulnerable.

## JOB DESCRIPTION

This position is for an early career professional interested in gender and women's justice and in contributing to the second year of a new initiative. In 2023, the Clooney Foundation for Justice's (CFJ) newest program, Waging Justice for Women, launched a groundbreaking project to contribute to strengthening the next generation of public interest lawyers across Africa by establishing a gender justice fellowship program. CFJ and its local partners place early-career African women lawyers at human rights organizations in the sub-Saharan African region. The Capacity Building Fellow will contribute to the logistical organization of incorporating lessons learned from the pilot year into our programming, conduct and synthesize research to design curriculum to train fellows on strategic litigation tools and methods, and support the Waging Justice for Women team in developing metrics for measuring and evaluating project success. They will be a point of contact for both the fellows and the host organizations, to facilitate networking, answer questions, and ensure that direct feedback is incorporated into refinement of the program. Other aspects of our Waging Justice for Women program include developing women-for-women legal aid clinics, and working on strategic litigation with local partners—and the Capacity Building Fellow's work may overlap with these aspects as well. Our program focuses on Kenya, Malawi, Tanzania and South Africa. Innovator may be asked to participate in international travel for the Waging Justice for Women convening, underwritten by CFJ.

## DESIRED SKILLS

- A desire to learn about gender justice, particularly in Africa
- Detail-oriented: from helping to organize an in-person meeting for all fellows to tracking metrics, this role requires a love of organization and detail
- Ability to work with respect and care on an international, cross-cultural team and project
- Understanding of the need for confidentiality and security given the nature of CFJ's human rights work
- Writing well is expected of all CFJ staff members
- Previous experience with Africa-focused gender justice work would be a big plus
- French language capacity is a plus

**\*Remote Work Details:** Fully remote position; must have work authorization in country where living. Innovator may be asked to participate in international travel for the WJW convening, underwritten by CFJ.

**Organization:** Graham Windham

**Location:** New York, NY

**Hybrid or Remote:** Hybrid\*

**Job Title:** Advocacy and Public Policy Associate

**Supervisor:** Chief Strategy Officer and General Counsel



## ABOUT THE ORGANIZATION

In full partnership with families and communities, Graham Windham strives to make a life-altering difference with children, youth, and families who are overcoming some of life's most difficult challenges and obstacles, by helping to build a strong foundation for life: a safe, loving, permanent family and the opportunity and preparation to thrive in school and in the world. We have been a leading innovator for over 200 years, and today provide an array of supports in the city's most under-resourced communities in Harlem, the Bronx, and Brooklyn. We do this by listening to our families, co-creating new approaches and by providing immediate supports. We also address societal barriers to our families' autonomy, safety, and success by working to make civil systems more just.

## JOB DESCRIPTION

The Weil Legal Innovator would play a pivotal role in Graham's advocacy work and advancing the policy objectives most important to our community, while also supporting Graham's impactful daily work, which spans different populations, regulatory schemes, and legal disciplines. The Innovator will report directly to Graham's Chief Strategy Officer and General Counsel and take the lead on researching policy issues, helping Graham executives stay informed on legislative changes and advocacy needs, coordinating meetings with elected officials, and recommending and implementing advocacy strategies. The Innovator will also provide support to Graham's General Counsel, conducting research on pertinent legal topics and serving as a thought partner on how to respond to legal questions big and small.

Among other responsibilities, the Weil Legal Innovator would:

Coordinate, prepare briefings for, and attend meetings with legislators

Develop white papers and make recommendations to the Graham leadership team on actions to take on pending legislation

- Conduct outreach, event planning, and meeting planning for community leaders and elected officials
- Support the development and execution of advocacy strategies
- Provide concrete assistance on legal matters involving health, safety, privacy, litigation, compliance, tax, finance, governance, employment, and more
- Specific areas of advocacy focus may include:
  - Addressing the root causes of involvement in the child welfare and other punitive systems (e.g., the federal child tax credit, universal child care, NYC and NYS housing subsidies, Cash Transfer Initiative for youth aging out of foster care)
  - Addressing systemic biases in child welfare (e.g., through determining how to join with parent activists on legislation/policy changes, such as redefining child neglect so as not to punish families for poverty and ending anonymous (versus confidential) reporting policy to deter false and malicious reports)

- Expediting permanency for youth in foster care by focusing on expanding mediation as an alternative to Family Court
- Expanding education and employment opportunities for youth who are living in under-resourced communities
- Equitable, just salaries for human services staff

## DESIRED SKILLS

- Excellent writer and editor
- Outstanding verbal communication skills
- Keen analytical skills
- Strong ability to conduct research and summarize findings clearly for an executive audience
- Eagerness to learn and willingness to jump in and complete many types of assignments
- Excellent time management and organizational skills
- Ability to work independently and meet deadlines
- Ability to work collegially with a wide range of people
- Must have a passion for Graham's mission and pillars

**\*Remote Work Details:** This will be a hybrid role, with weekly remote and in-office work. Most work will be at the Brooklyn Heights office; however, there will need to be travel to our other sites in Brooklyn, the Bronx, and Harlem, and to meet with elected officials in NYC and possibly Albany.

**Organization:** The Innocence Project  
**Location:** New York, NY  
**Hybrid or Remote:** Hybrid\*  
**Job Title:** Exoneration Innovator  
**Supervisor:** Director of Post-Conviction Litigation



## ABOUT THE ORGANIZATION

The Innocence Project works to free the innocent, prevent wrongful convictions, and create fair, compassionate, and equitable systems of justice for everyone. Founded in 1992 by Barry C. Scheck and Peter J. Neufeld at the Benjamin N. Cardozo School of Law at Yeshiva University, the organization is now an independent nonprofit. Our work is guided by science and grounded in antiracism. Since our inception, the Innocence Project has used DNA and other scientific advancements to prove wrongful conviction. To date, we have helped to free or exonerate more than 200 people who, collectively, spent more than 3,600 years behind bars. Our efforts have led to the passage of more than 200 transformative state laws and federal reforms. Today, the Innocence Project continues to fight for freedom, drive structural change, and advance the innocence movement.

## JOB DESCRIPTION

This position provides someone who is passionate about social justice and righting the most grievous wrongs of our criminal legal systems with an opportunity to support the Innocence Project's efforts to free wrongfully convicted people across the country. The Exoneration Innovator will be responsible for supporting the Post-Conviction Litigation (PCL) Team with in-depth legal research and writing, preparation of resource guides, and assisting with data management. The Exoneration Innovator may also, where needed, assist with preparing motions and materials for court appearances. The work of the Exoneration Innovator will help ensure the organization's efforts to rectify gross miscarriages of justice are robustly supported.

The Exoneration Innovator's job duties will involve:

- Supporting client representation by assisting legal teams with court filings and materials for hearings and engaging in client communication.
- Managing and producing work products that provide departmental support, including, for example, by managing departmental resources (such as a brief bank or list of experts) and drafting written guidance materials for internal reference.
- Assisting in data management.
- Legal research projects, and written analysis, including in connection with complex procedural and constitutional questions.

## DESIRED SKILLS

- Excellent research and analytical skills, and an ability to write clearly and persuasively
- Self-starting initiative, the ability to follow through on projects with keen attention to detail, and facility with prioritizing in a fast-paced, deadline oriented environment
- Strong ability to collaborate with different teams and to multitask and communicate about task status
- Proficiency with Word required. Proficiency with Excel/Google Sheets and PowerPoint/Google Slides will be helpful
- Innocence Project's exoneration work is client centered. Ideal candidates may be system-impacted and/or will likewise value the power and contributions of system-impacted persons
- Commitment to social and racial justice, and to the Innocence Project's mission

**\*Remote Work Details:** Hybrid; three days per week in the New York City office (Wednesday "anchor" day).

**Organization:** The Innocence Project

**Location:** New York, NY

**Hybrid or Remote:** Hybrid\*

**Job Title:** Race and Wrongful Conviction Innovator

**Supervisor:** Special Advisor on Race and Wrongful Conviction



## ABOUT THE ORGANIZATION

The Innocence Project works to free the innocent, prevent wrongful convictions, and create fair, compassionate, and equitable systems of justice for everyone. Founded in 1992 by Barry C. Scheck and Peter J. Neufeld at the Benjamin N. Cardozo School of Law at Yeshiva University, the organization is now an independent nonprofit. Our work is guided by science and grounded in antiracism. Since our inception, the Innocence Project has used DNA and other scientific advancements to prove wrongful conviction. To date, we have helped to free or exonerate more than 200 people who, collectively, spent more than 3,600 years behind bars. Our efforts have led to the passage of more than 200 transformative state laws and federal reforms. Today, the Innocence Project continues to fight for freedom, drive structural change, and advance the innocence movement.

## JOB DESCRIPTION

The Race and Wrongful Convictions Innovator will work to build out racial justice aspects of the Innocence Project's work. The Innovator will join the Innocence Project (IP) approximately two years into a strategic plan that created a new racial justice focus area, in which the organization is deepening its ability to address the role of racial discrimination in wrongful convictions. The Innovator will assist the Special Advisor on Race and Wrongful Conviction to expand this focus area.

The Innovator will create a race and wrongful convictions library to ensure that IP researchers, litigators, policy advocates, and communication professionals have comprehensive resources at their fingertips. The Innovator will monitor weekly developments related to race and wrongful conviction.

The Innovator will help the IP understand the role that race is playing in the cases of its clients and those who apply for representation. The Innovator will also track data that will help the IP critically assess its process to ensure that resources are being equitably deployed and that racial justice issues in cases are being addressed. In service of these goals, the Innovator will track relevant metrics about IP case demographics related to race and wrongful convictions, providing periodic reports to the Special Advisor and IP senior leadership.

The Innovator will provide programmatic support for the Special Advisor's work to educate those outside the IP about race and wrongful convictions. This will include assisting with the organization of IP convenings that will bring together outside researchers and advocates to understand the state of the research and develop partnerships on this subject. The Innovator will also prepare materials and provide administrative support for the Special Advisor's speaking engagements.

## DESIRED SKILLS

- Strong oral and written communication skills
- Attention to detail and strong organizational skills
- Familiarity with and interest in racial justice and criminal legal system reform issues
- Ability to conduct scholarly research (using databases like Westlaw, Lexis, SSRN, etc.)
- Familiarity with technology relevant for an office environment (MS Office, Google Suite, etc.)

**\*Remote Work Details:** Hybrid; three days per week in the New York City office (Wednesday "anchor" day).

**Organization:** International Rescue Committee

**Location:** Global

**Hybrid or Remote:** Hybrid or remote\*

**Job Title:** Housing Policy Analyst

**Supervisor:** Senior Program Officer, Affordable Housing Solutions



## ABOUT THE ORGANIZATION

The International Rescue Committee (IRC) helps people whose lives have been shattered by conflict and disaster to survive, recover and regain control over their lives. We support and serve our clients from addressing their urgent needs at the onset of a crisis to helping them integrate into new communities across dozens of cities in the United States and Europe. Founded in 1933 at the call of Albert Einstein, the IRC has been resettling refugees for over 80 years, helping nearly 13,000 refugees resettle in the U.S. in fiscal year 2023 alone. When our clients arrive as newcomers to the U.S., they often have little or no financial resources with which to rebuild their lives. We support new arrivals with immediate aid—including food, medical attention, and housing—and help them integrate into their newfound communities to enrich the fabric of America.

## JOB DESCRIPTION

The Resettlement Housing Team in the IRC HQ develops and implements short, medium and longer-term solutions to promote housing stabilization for recently arrived refugees in the US. The Housing Team also provides housing subject matter expertise and delivers local and national-level housing training and technical assistance to the IRC's offices and affiliates in more than 30 U.S. cities. Under the supervision of Senior Program Officer, Affordable Housing Solutions, the Housing Policy Analyst will be responsible for federal, state, and local housing policy research, analysis, coordination, and technical assistance support.

## MAJOR RESPONSIBILITIES

- Research, analyze, and track federal, state and local governmental policies and legislations related to housing, real property, planning and zoning in locations where IRC operates. This includes focusing on impacts related to housing access, affordability, and supply for populations served by the IRC, including refugees, asylees, parolees, victims of trafficking, and other populations.
- Research and analyze innovative housing solutions and their applicability for refugees and other displaced populations.
- Draft summaries, concept notes, and reports for research and analysis related to housing policies, legislation, and innovative housing solutions.
- Collect and analyze data on housing services, innovative housing solutions, and housing markets as assigned.
- Support the HQ Housing Team Program Officers in collaboration with the IRC HQ Policy and Advocacy Team and IRC field offices on housing policy and advocacy-related projects and tasks as assigned.
- Support the HQ Housing team Program Officers in the development of talking points, quick turn-around research, concept notes and briefing papers, and the provision of technical assistance related to housing policy and advocacy.
- Participate in training, technical assistance, conferences, and coordination meetings with other HQ teams and resettlement agencies as assigned.
- Other duties as assigned.

## DESIRED SKILLS

- Minimum 2 years of relevant work experience, paid or unpaid, in research, policy analysis, advocacy, or data science related to housing, homelessness, or resettlement programs is a plus. A master's degree in related fields will be considered equivalent to 2 years of work experience.
- Degree or courses in economics, urban planning, public policy, political science, or social work a plus.
- Knowledge of how to track policy, legislative, program, and solution activities using a variety of online resources
- Experience in working with low-income, immigrant, and/or refugee populations preferred
- Strong critical thinking, research, and analytical skills
- Excellent written and oral communication skills and the ability to communicate effectively with colleagues and partners
- Solid organizational skills with the ability to juggle multiple tasks, set priorities, effectively manage time, and meet deadlines
- Ability to work both independently and in a dynamic, cross-functional global team structure
- Ability to manage and work through change in a proactive and positive manner

**\*Remote Work Details:** This is primarily remote position. There may be some travel required of the Innovator once per quarter for meetings, trainings and conferences (costs covered by IRC). The Housing Team is headquartered in New York City with team members in various U.S. locations, but the Innovator has the option to work from any other IRC office that they desire, or entirely remotely.

**Organization:** Law Foundation of Silicon Valley

**Location:** San Jose, CA

**Hybrid or Remote:** Hybrid\*

**Job Title:** Community Health Advocate

**Supervisor:** Supervising Attorney



## ABOUT THE ORGANIZATION

The Law Foundation of Silicon Valley was established nearly 50 years ago to provide free legal services to low-income residents and communities of color living in Santa Clara County. Our team of attorneys, social workers, and staff, together with pro bono volunteers, find stable homes for abused and neglected children, help people with disabilities access the benefits they need to remain healthy and self-sufficient, provide low-income people access to safe and stable housing, and address a number of other critical issues including education equity, racial equity, and more.

The Law Foundation is the region's largest legal nonprofit, reaching more than 10,000 people each year. We have three major areas of expertise: Housing, Health, and Children & Youth. Our approach includes a blend of direct services and systems change work to address the immediate needs of our clients and the root causes of systemic inequities that negatively impact our client communities.

## JOB DESCRIPTION

Over the last several decades, the United States has continued to lead the world incarceration rates. While Santa Clara County is most commonly known as Silicon Valley and the home to technology giants, it is not immune to systemic incarceration. Isolated but not hopeless, many individuals in the Santa Clara County jail system contact our Health Program for free civil legal services to help rebuild their lives, or to keep from falling into further despair. Our Health Program advocates for both individual and community health changes by providing direct services and systemic advocacy. Our team of lawyers and advocates works to address community needs by focusing on securing public benefits and protecting mental health patients' rights.

The Innovator would be supporting the Law Foundation's Health program, with a focus on jail advocacy and working with incarcerated individuals, primarily incarcerated individuals living with mental health disabilities. Job duties will include, but are not limited to, the following:

- Engage in policy advocacy including research and writing, writing reports related to policy advocacy, writing advocacy letters to legislative bodies, and meeting with elected officials.
- Address policy issues that include efforts to limit or halt the use of tear gas and tasers in prison, access to mental health services in prison, and the rights of incarcerated individuals to dignity and respect.
- Investigate potential systemic issues including research, writing, public records reviews, and in person-surveying (as allowed).
- Attend, monitor, and provide feedback at community meetings, government body meetings, task force meetings, and other meetings and/or hearings related to systemic advocacy.
- Conduct outreach and community education presentations and produce educational materials related to economic rights, patients' rights, and other legal issues confronted by incarcerated individuals.
- Participate in jail advocacy efforts, including conducting interviews with inmates, tracking jail compliance with health and safety mandates and reporting back on findings.

- Support Law Foundation program and organization-wide initiatives, including race equity.
- Support Health staff, advocates, and attorneys in case work and case management.
- Assist with client intake, referrals, and administrative tasks such as data entry, as needed.
- Participate in Law Foundation activities, such as program meetings and special events.
- Support program and organization-wide initiatives, including the race equity inclusion initiative.
- Assist underserved populations, including communities of color, LGBTQIA+ community, immigrant/refugee communities, individuals living with HIV/AIDS and/or mental health disabilities, incarcerated individuals, people using drugs, and system-impacted individuals, in line with the Law Foundation's Race Equity Inclusion principles.

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**DESIRED SKILLS**

- Ability to identify, investigate, and resolve client problems
- Ability to analyze, write and present ideas clearly and concisely
- Ability to work collaboratively with a team
- Ability to work independently and be self-motivated
- Have a passion for social justice and race equity
- Ability to treat incarcerated individuals, mental health consumers, and/or persons with other disabilities with dignity and respect
- Connections to and experience working with incarcerated individuals, communities of color, and/or people living with disabilities
- Basic computer proficiency and willingness to learn new technology as needed
- Basic ability to access, process, and organize data
- Interest or passion for community-driven advocacy and policy advocacy

**\*Remote Work Details:** This role will be a hybrid role office/remote job. The Innovator will need to be present in the office a minimum of two days per week.

**Organization:** Law Foundation of Silicon Valley

**Location:** San Jose, CA

**Hybrid or Remote:** Hybrid\*

**Job Title:** Educational Rights Advocate

**Supervisor:** Supervising Attorney



## ABOUT THE ORGANIZATION

The Law Foundation of Silicon Valley was established nearly 50 years ago to provide free legal services to low-income residents and communities of color living in Santa Clara County. Our team of attorneys, social workers, and staff, together with pro bono volunteers, find stable homes for abused and neglected children, help people with disabilities access the benefits they need to remain healthy and self-sufficient, provide low-income people access to safe and stable housing, and address a number of other critical issues including education equity, racial equity, and more.

The Law Foundation is the region's largest legal nonprofit, reaching more than 10,000 people each year. We have three major areas of expertise: Housing, Health, and Children & Youth. Our approach includes a blend of direct services and systems change work to address the immediate needs of our clients and the root causes of systemic inequities that negatively impact our client communities.

## JOB DESCRIPTION

The Legal Advocates for Children and Youth (LACY) Program of the Law Foundation of Silicon Valley is seeking an Educational Rights Advocate to represent youth in school discipline defense matters, including school expulsions. Responsibilities include advocacy on behalf of students and families to protect the rights of students to stay in district schools and to secure special education services when necessary.

The Weil Legal Innovator will be placed with the Children and Youth Education Rights Team within LACY and would work on behalf of disadvantaged youth and their communities to ensure that they have access to equal and excellent educational opportunities. Specifically, the Innovator will have a proactive role in disrupting the school-to-prison pipeline through direct representation of students facing school discipline. By providing a voice for marginalized students, the Innovator will work towards eliminating harsh, push-out discipline practices and putting in place supportive solutions. The Innovator will gain a firsthand understanding of the impact of suspensions and expulsions on students and on school climate. They will also learn to advocate for supportive, inclusive discipline policies that hold students accountable and improve school climate and safety for all members of the school community.

Under the direction of the Education Rights Team supervisor, the Innovator not only will have the opportunity to develop an array of professional skills and capacities, but also, they will be in a collaborative, supportive, and immersive environment. Through their hands-on work and case ownership, the Innovator will practice and hone critical lawyering skills such as client interviewing and counseling, fact investigation, theory development and refinement, successful negotiation planning and execution, and oral and written advocacy techniques.

The Innovator will have hands-on, in-person legal education which will prepare them for law school and real-world law practice. LACY attorneys, advocates, and support staff will work to support the Innovator's experiential learning experience: using the law to make lasting change in children's lives.

## DESIRED SKILLS

- Demonstrated commitment to the rights of children and youth
- Experience in working with diverse populations, including communities of color and people living with disabilities
- Ability to identify, investigate, and resolve client problems
- Ability to work independently and be self-motivated
- Ability to work sensitively and productively with minors with diverse backgrounds including those in crisis
- Valid Driver's License or other transportation to attend meetings, hearings, home visits, and outreach presentations
- Excellent verbal, interpersonal, writing, interviewing, and organizational skills
- Bilingual in English and Spanish is preferred

**\*Remote Work Details:** This position will require participation in LACY's regular team meetings, staff meetings, and trainings. While most of the work can be done remotely, the Innovator will be required to meet in person with their clients and attend any expulsion hearings in person. They will have the option of working from the office whenever they would like.



**Organization:** National Women's Law Center

**Location:** Washington, D.C.

**Hybrid or Remote:** Fully remote or hybrid\*

**Job Title:** Program Associate, TIME'S UP Legal Defense Fund

**Supervisor:** Senior Program Manager, TIME'S UP Legal Defense Fund



## ABOUT THE ORGANIZATION

The National Women's Law Center fights for gender justice—in the courts, in public policy, and in our society—working across the issues that are central to the lives of women and girls.

We use the law in all its forms to change culture and drive solutions to the gender inequity that shapes our society and to break down the barriers that harm all of us—especially women of color, LGBTQIA+ people, and low-income women and families.

For more than 50 years, we have been on the leading edge of every major legal and policy victory for women.

## JOB DESCRIPTION

The TIME'S UP Legal Defense Fund is the first of its kind, nationwide effort dedicated to helping workers – especially low-paid workers – who are facing workplace sexual harassment. We help workers facing sexual harassment connect with attorneys in our Legal Network for Gender Equity, fund legal fees and media assistance for selected cases of workplace sexual harassment, and fund outreach grants for organizations that work with low wage workers on the issue of workplace sexual harassment.

The TIME'S UP Legal Defense Fund is housed at and administered by the National Women's Law Center Fund, LLC.

The TIME'S UP Legal Defense Fund is seeking a Weil Legal Innovator to help increase the team's capacity to support workers facing sex discrimination, strengthen its relationships with the attorneys in its Legal Network for Gender Equity, and improve the timeliness and effectiveness of its responses to workers seeking legal help and attorneys and public relations professionals supported by the Fund.

The Weil Legal Innovator's responsibilities would include:

- Under the supervision of the Program Manager and after training, reviewing requests for assistance from workers facing sex discrimination and helping to connect them to attorneys in the Legal Network. The Innovator may also help with responding to e-mails and phone calls from individuals contacting the Legal Network for assistance.
- Under the supervision of the Program Manager and after training, managing the receipt, organization, and processing of bills from attorneys, public relations professionals, and contractors for payment by the TIME'S UP Legal Defense Fund.
- Meaningfully participating in decision-making team meetings about applications for legal funding and for media assistance through the TIME'S UP Legal Defense Fund.
- Supporting training for and engagement of volunteer attorneys in the Legal Network for Gender Equity. This might include writing portions of the Legal Network attorney newsletter, helping to develop and coordinate trainings for attorneys (past training topics have included cyber harassment, trauma-informed advocacy, and representing LGBTQIA+ individuals), and helping with efforts to recruit more attorneys to the Legal Network.

- In partnership with the team's Senior Counsel, participating in special projects to support the missions of the Legal Network and TIME'S UP Legal Defense Fund. Past examples have included developing informational videos about the Legal Network and Fund and rights and remedies for addressing workplace sex harassment, expanding connections and collaborations with community-based organizations that serve farmworker survivors of sex harassment and other sexual violence, and identifying and publicizing supportive resources for survivors seeking help from the Legal Network.
- Participating in regular meetings of NWLC's workplace justice team, including discussions of policy, litigation, and communications advocacy strategies for addressing workplace sex harassment and sex discrimination.

## DESIRED SKILLS

- The work of TIME'S UP Legal Defense Fund routinely requires staff to be exposed to stories about individuals who have been sexually harassed or assaulted. This can be difficult emotionally. The ideal candidate would be someone who has experience providing direct services to individuals in need, and ideally to survivors of sexual harassment, sexual violence, or other trauma. We do provide training for our staff and excellent resources to deal with vicarious trauma.
- The ideal candidate would have strong office skills, including attention to detail, proofreading, and excellent written and oral communication skills, as well as experience managing spreadsheets and/or financial information.

**\*Remote Work Details:** Most of the TIME'S UP Legal Defense Fund team is fully remote, although we gather in person periodically (and at least once a quarter) at the NWLC offices and/or for specific events. (The costs of travel to the NWLC offices for requisite in-person events will be covered by NWLC if the Program Associate lives outside of DC.) The Program Associate may choose to work fully remotely or in a hybrid arrangement, as they prefer. NWLC is only licensed to do business and able to hire remote employees from MD, DC, VA, NJ, OR, PA, IL, IN, NY, OH, GA, CT, and TN; so employees will need to live in one of those states or be willing to relocate.

**Organization:** Posse Foundation  
**Location:** New York, NY  
**Hybrid or Remote:** Hybrid\*  
**Job Title:** Associate  
**Supervisor:** Associate Vice President



## ABOUT THE ORGANIZATION

The Posse model works for both students and college campuses and is rooted in the belief that a small, diverse group of talented students—a Posse—carefully selected and trained, can serve as a catalyst for individual and community development. As the United States becomes an increasingly multicultural society, Posse believes that the leaders of the 21st century should reflect the country's rich demographic mix. The key to a promising future for our nation rests on the ability of strong leaders from diverse backgrounds to develop consensus solutions to complex social problems. Posse's primary aim is to train these leaders of tomorrow.

## JOB DESCRIPTION

The Weil Legal Innovator (Innovator) will be involved in collaborative, ideas driven, analytical work that directly contributes to the success of Posse's program. The Innovator will work closely with national departments/teams to support the growth of a legal pipeline and a professional development curriculum for Scholars interested in pursuing legal careers.

Career, Alumni, and Graduate + Fellowship Programs (CAGF)

Posse offers a range of resources to support the career and professional development of our Scholars and alumni. The Innovator will work with the Career, Alumni, and Graduate + Fellowship Programs (CAGF) to further develop a structured pipeline and professional development curriculum that guides Scholars interested in pursuing legal careers and prepares them for success. The Innovator will have the opportunity to hone their leadership, research, analytics, program design, and presentation skills. The Innovator collaborates in the development of this pilot program from the ground up including developing and presenting a program concept based on research, Posse Career Program best practices, and Scholar and alumni data analysis. The Innovator will develop a project plan and work with CAGF, Posse Institute (responsible for data collection, analysis, and reporting), National Senior Leadership, and local sites to implement the pilot legal pipeline and professional development program.

Additional responsibilities of the Weil Legal innovator may include:

- Working with Posse's Graduate and Fellowship team to assist Posse applicants to law school with application support
- Supporting Posse's Alumni Program team on a legal interest group among Posse alumni
- Supporting Posse's Career Program on working with Career Partners in the legal vertical
- Supporting the implementation of the Posse Summer Leadership Award
- Conducting research on education law and policies, including Real ID, policies around citizenship status and education access and more
- Preparation and launch of the 2024 Alumni Census

- Iron Mountain project
- Research on projects and programs with the COO's office

## DESIRED SKILLS

- Excellent writing, presentation, and communication skills
- Strong research and analytical skills
- Strong interest in building leadership and team building skills
- Proficiency in computer technology and interest in web resource development
- Ability to work independently and collaboratively
- Excellent organizational skills and ability to multi-task
- Deep belief in Posse's mission and values

**\*Remote Work Details:** Hybrid- first two days of the week in person, remote the rest of the week. Subject to change.

**Organization:** Robert F. Kennedy Human Rights  
**Location:** New York, NY OR Washington, D.C.  
**Hybrid or Remote:** Hybrid\*  
**Job Title:** Business and Human Rights Fellow  
**Supervisor:** Associate Director, Inclusive Economies



## ABOUT THE ORGANIZATION

Since 1968, Robert F. Kennedy Human Rights has advocated for a more just and peaceful world. Our organization works alongside local activists to ensure perpetual, positive change within government institutions and corporations. Our goal is to pursue strategic litigation on key human rights issues, educate millions of students in human rights advocacy, and foster a social good approach to business and investment both nationally and abroad. Our programs are designed to serve individuals from every background and demographic; however, we specifically focus on audiences who have been systematically oppressed by authoritative powers and historically excluded from leadership positions.

## JOB DESCRIPTION

Since the onset of the Covid-19 pandemic, increasing entities, even outside the financial sector, are embracing ESG (environmental, social, and governance) as a critical measure of success. With the current administration promising a return to stronger governmental oversight of financial and ecological compliance, ESG took on growing importance in 2022 and beyond. However, with no single ESG programming, assessment, and reporting mechanism, organizations face a rapidly evolving ESG landscape of competing rankings and principles. As organizations are increasingly being advised to work with an integrated team of consultants to ensure that good intentions lead to good results, the need for lawyers that understand ESG is growing in demand. Working as a Business and Human Rights Fellow, you will receive a bespoke, advantageous learning opportunity, putting you at the forefront of a growing field in the legal and financial industry.

Within the Business and Human Rights program, the Robert F. Kennedy Human Rights Compass Investors program convenes, connects, and catalyzes investment decision-makers on the importance and intersection of social justice issues in their investment processes. Our investors collectively control close to \$7 trillion in assets under management and are keenly focused on seeking superior risk-adjusted returns. As a result, our work offers insights and connections for these leaders around the "S" in ESG, economic and racial equity to yield both profits and positive impact for people and the planet. Unfortunately, there is no standardized, actionable DEI measure that all private market participants can leverage as a baseline or benchmark for measuring accountability and progress. Any benchmarks that do exist in the market are arbitrarily applied, exclude many investors from participating, and lack a comprehensive framework for capturing the DEI in the investment universe. As a Business and Human rights Fellow, collaborating with leading experts in the field, you will be tasked with exploring new and innovative ways to engage and assess the private equity community on action steps to back up their commitments on following a social good approach.

Fellowship responsibilities include, but are not limited to:

- Engaging with investors, human rights advocates, academia, and others operating at the intersection of business and social justice to share best practices and co-create content that is focused on the thematic priorities of the RFK Business and Human Rights Program
- Tracking progress and commitments towards racial and economic justice, which involves developing criteria for measuring progress towards commitments, including methodology, indicators, participants, outputs, and outcomes

- Working with fund managers and institutional investors to collect data related to the actions of their organizations towards racial and economic justice
- Working with external RFK partners, such as Lenox Park Solutions and the NYU Stern School of Business, to continue the work of defining the S in ESG and develop standardized indicators in the industry to measure social factors in the industry
- Assisting with logistics and content development for virtual and in-person events for the RFK Business and Human Rights network

## DESIRED SKILLS

- Experience working with senior-level executives in the financial services/asset management sector
- Significant experience with conducting research for varied audiences and synthesizing information quickly and coherently
- Strong project management, able to move forward complex projects with many stakeholders
- Interest in working in the non-profit, impact investing, or finance sectors
- Effective and creative Keynote, PowerPoint, or Google Slides skills
- Ability to crunch numbers and utilize systems such as Microsoft Excel & Google Sheets
- Excellent verbal and written communication skills
- Proactive with the drive to propose and execute ideas individually
- High level of integrity and discretion in handling confidential information
- Innovative thinking, willingness to voice your opinions, and a strong work ethic are essential
- Ability to build positive relationships with colleagues and to help others
- Ability to foster inclusivity and work with people who have different backgrounds, experiences, and perspectives from your own

**\*Remote Work Details:** This is a hybrid position. The fellow will be based in New York or Washington, D.C. and is expected to work from one of the organization's offices at least 2-3 days a week. Any metro/commuting expenses to and from the office will be covered for the duration of the program.

**Organization:** Robert F. Kennedy Human Rights

**Location:** Washington, D.C.

**Hybrid or Remote:** Hybrid\*

**Job Title:** International Advocacy and Litigation Fellow

**Supervisor:** Vice President of International Advocacy and Litigation



## ABOUT THE ORGANIZATION

Since 1968, Robert F. Kennedy Human Rights has advocated for a more just and peaceful world. Our organization works alongside local activists to ensure perpetual, positive change within government institutions and corporations. Our goal is to pursue strategic litigation on key human rights issues, educate millions of students in human rights advocacy, and foster a social good approach to business and investment both nationally and abroad. Our programs are designed to serve individuals from every background and demographic; however, we specifically focus on audiences who have been systematically oppressed by authoritative powers and historically excluded from leadership positions.

## JOB DESCRIPTION

The RFK Human Rights International Advocacy and Litigation team collaborates with partners around the world to create lasting legal change. Through legal advocacy, we have freed political prisoners, defended the rule of law in autocratic regimes, and amplified the voices of human rights defenders in the United States and abroad. We present the annual Robert F. Kennedy Human Rights Award, which recognizes a courageous individual whose activism reflects Robert F. Kennedy's belief that every individual can make a difference. The award's recipients enter multi-year partnerships with Robert F. Kennedy Human Rights, anchoring our advocacy work and strengthening the activists' ability to make gentler the life of the world.

At RFK Human Rights, our team of lawyers and issue experts forges strategic partnerships with human rights defenders and organizations on the ground to achieve sustainable social change. As a Weil International Advocacy and Litigation Fellow, you will support the legal team in case identification, research, development of legal strategy for precedent-setting decisions by international and regional human rights mechanisms, and advocacy initiatives. Additionally, you will work alongside the team to help organize and successfully execute the annual Human Rights Award, which celebrates courageous human rights defenders from around the world.

Fellow responsibilities may include, but are not limited to:

- Conducting factual research and drafting memoranda on the human rights situation in countries of interest to the organization and on thematic issues (e.g., the right to freedom of expression, freedom of association and assembly, gender-based violence, etc.)
- Conducting research on the application of international human rights norms to country conditions, developments in the domestic legal systems of specific countries and their implications for human rights, and other questions
- Preparing documents in support of litigation before international tribunals (e.g. Inter-American Human Rights System, African Human Rights System, UN Treaty Bodies), and in support of advocacy before governments, international organizations, and UN special procedures
- Helping maintain and manage communication with human rights defenders, and civil society partners around the world in support of joint litigation and advocacy
- Attending and reporting on briefings, Congressional hearings, symposia, and other meetings;

- Monitoring sources of information on countries and issues of concern to Robert F. Kennedy Human Rights and collect, organize, and analyze relevant research
- Supporting the coordination of the Annual Human Rights Award, including the selection process and Award Ceremony.
- Providing administrative support to Robert F. Kennedy Human Rights staff on an as-needed basis
- Doing your part in keeping our operations running smoothly - tracking your hours and submitting timecards in a timely manner.

## DESIRED SKILLS

- Experience with project management tasks, able to move forward projects with many stakeholders;
- Interest working in non-profits, human rights, and/or the civic space sector;
- Working knowledge and interest in International human rights advocacy and/or litigation (in particular with regional human rights mechanisms and/or United Nations treaty bodies);
- Exceptional analytical skills and an ability to write and communicate clearly and persuasively;
- Strong fact-finding, legal research, writing, and editing skills;
- Strong attention to detail and ability to scope out errors, including a willingness to own and fix mistakes;
- Time management, you have the ability to manage multiple tasks and projects (especially relating to human rights issues) at once
- Innovative thinking, willingness to voice your opinions, and a strong work ethic are essential;
- An ability to work both independently and as part of a small team;
- High level of integrity and discretion in handling sensitive information;
- Teamwork, you are able to build positive relationships with your colleagues and are willing to help others;
- Inclusive, you're excited to work with colleagues with different backgrounds, experiences, and perspectives from your own.

**\*Remote Work Details:** This is a hybrid position. The fellow will be based in Washington D.C. and is expected to work from the organization's D.C. Office at least 2-3 days a week. Any metro/commuting expenses to and from the office will be covered for the duration of the program.

**Organization:** United Way of New York City  
**Location:** New York, NY  
**Hybrid or Remote:** Hybrid\*  
**Job Title:** Advocacy Associate  
**Supervisor:** Senior Director, Government Relations



## ABOUT THE ORGANIZATION

United Way of New York City (UWNYC) is a nonprofit mobilizing communities to break down barriers and build opportunities that improve the lives of low-income New Yorkers for the benefit of all. Part of the United Way Worldwide system, one of the world's most recognized charitable brands, we envision caring communities in which all individuals and families have access to quality education and the opportunity to lead healthy and financially secure lives. We strive to model our values in all our relationships, both internal and external: Collaboration, Compassion, Integrity, Accountability, and Superior Performance.

## JOB DESCRIPTION

The advocacy & government relations team at UWNYC works to advance the organization's mission through policy and systems change efforts, building on insights from UWNYC programmatic activities in education, food, small business, health, and criminal justice by advancing a public policy agenda aimed at closing opportunity gaps and enabling economic mobility. This is done through a focus on structural change conditions, including influencing policies, practices, and resources flows. The Weil Legal Innovator will work closely with the Senior Director, Government Relations and the rest of the advocacy and government relations team, as well as collaborate with UWNYC's program leaders to integrate and elevate advocacy opportunities across UWNYC's programmatic areas. The Weil Legal Innovator will also support in the development of advocacy agendas, department action plans, research reports, and policy briefs, and draft testimony. The position will also support planning policy convenings and participate in coalitions to provide opportunities for the UWNYC network to engage with policy issues.

### Public Policy:

- Conduct analysis of key policy issues and legislation, objectively weighing the substantive policy impact on the communities UWNYC serves, with a particular focus on UWNYC's issue areas of education and food, and may include small business, health, and criminal justice.
- Monitor local, state and federal legislation and policy issues, and its impact on UWNYC priorities.
- Read and analyze legislative and policy proposals to determine their impact on communities we serve.
- Support the advocacy team in implementing UWNYC's public policy agenda.
- Research government elected and non-elected officials.

### Communication and Reporting:

- Work closely with the advocacy team to support communication strategies, internally and externally.
- Support drafting policy reports, blog posts, presentations and outreach materials related to UWNYC's policy and systems changes efforts.

- Support with the team's data collection and analysis to track and report on advocacy activities.
- Support reporting and grant writing for advocacy grants.
- Organize conference calls and meetings relevant to advocacy activities

### Cross-Functional Coordination:

- Work cross-functionally across UWNYC to engage the programmatic content experts in advocacy efforts and work with staff to design and implement events.
- Assist UWNYC staff with questions regarding current public policy issues and how they impact UWNYC's stakeholders e.g., share short policy reports to help staff understand policy issues.

## DESIRED SKILLS

- Writing, research and applied subject matter expertise in one or more of the following: birth – 12 improved education outcomes, economic stability and mobility, education, health, hunger, and criminal justice, and similar expertise in US-based public policy.
- Understanding of public policy framework at the New York City level, as well as legislative and community decision-making processes.
- Excellent coalition building and interpersonal communication, networking, and social skills.
- Demonstrated ability to work within a community setting with diverse stakeholders, including community groups, elected and non-elected policy makers, and volunteers is preferred.
- Experience organizing or working with cross sector partners (government, nonprofit and business) to engage networks in advocacy and community impact is preferred.
- Excellent verbal and written communication skills.
- Excellent project management and Microsoft Office Suite skills.

**\*Remote Work Details:** Expected to join as part of the advocacy team's arrangements for in office work, which is currently 6 days a month in the office (Tues-Thurs every other week). Otherwise will be remote with the expectation of joining some additional in person activities or events as needed.

**Organization:** Upsolve  
**Location:** Cambridge, MA  
**Hybrid or Remote:** Hybrid\*  
**Job Title:** Justice Fellow  
**Supervisor:** CEO and Co-Founder



## ABOUT THE ORGANIZATION

Upsolve is an award-winning nonprofit that helps low-income families file for both bankruptcy and immigration for free using technology. To date, Upsolve has relieved over \$600 million in debt for more than 12,000 low-income families trapped in debt from medical bills, predatory loans, and layoffs, and has helped hundreds of immigrants obtain work permits. We combine the scale of startups with the quantifiable impact of the most effective nonprofits. In 2020, TIME named Upsolve one of the Top 100 Inventions of the Year. In 2019, Fast Company named Upsolve World Changing Idea of the Year in Social Justice. In 2018, the New York Times gave Upsolve the Good Tech Award.

In 2022, Upsolve launched the American Justice Movement project to empower low-income New York residents who have been sued for their debt to get free legal advice from Justice Advocates in their community. Represented by Weil, Upsolve won a landmark First Amendment decision before the Southern District of New York.

## JOB DESCRIPTION

Upsolve is hiring a full-time Justice Fellow to support our new American Justice Movement project. You will be responsible for serving low-income New York residents who need help with debt collection lawsuits. You will be responsible for providing feedback to our product & engineering team on how to improve the technology that we're building to support the training, matching, and advice-giving process. You will interact with our litigation counsel handling the appeal of our case and strategizing for future impact litigation lawsuits in other jurisdictions.

You will also perform extensive legal research on different areas of debt law where Upsolve can create new products to help low-income Americans beat debt collectors.

This role offers a unique opportunity to combine work in direct legal services with work in technology and regulatory reform to make a meaningful impact at scale for low-income Americans.

## DESIRED SKILLS

- Strong research skills
- Ability to write clearly and concisely
- Strong attention to detail
- Technologically proficient
- Strong communication skills, both written and verbal
- Empathetic and passionate about serving low-income individuals and contributing to access to justice

**\*Remote Work Details:** We prefer candidates in the Boston area who are able to come into our Cambridge office at least Tuesday, Wednesday, and Thursday, with a remote option for Monday and Friday.

**Organization:** World Wildlife Fund  
**Location:** Washington, D.C.  
**Hybrid or Remote:** Hybrid\*  
**Job Title:** Program Associate, Oceans  
**Supervisor:** Senior Director



## ABOUT THE ORGANIZATION

World Wildlife Fund (WWF)'s mission is to conserve nature and reduce the most pressing threats to the diversity of life on Earth. Our vision is to build a future in which people and nature thrive.

Established in 1961, World Wildlife Fund works to help local communities conserve the natural resources they depend upon; transform markets and policies toward sustainability; and protect and restore species and their habitats. Our efforts ensure that the value of nature is reflected in decision-making from a local to a global scale.

WWF connects cutting-edge conservation science with the collective power of our work in the world's most biodiverse places, with more than 1.3 million supporters in the United States and 5 million globally, and partnerships with communities, companies, and governments.

Since 1985, the international WWF Network has invested over \$1.165 billion in more than 11,000 projects in 130 countries. Headquartered in Washington, DC, WWF-US is an independent affiliate of the international WWF Network and plays an important role in WWF's conservation programs all over the world.

## JOB DESCRIPTION

The Program Associate will work with WWF's Oceans team and the Policy and Government Affairs team to explore how WWF's sustainability work and innovations might be leveraged to help those addressing human rights and labor law violations in the global seafood industry. The Officer will report to the Senior Director along with significant collaboration with other senior professionals on the Oceans and the Policy teams. The Program Associate will build a body of work around U.S. policy and law around corporate responsibility, sustainability, and labor and human rights. The scholar will work with the team on the following:

- Review guidance put out by federal agencies on forced labor and consolidate it into a digestible report. This will include reviewing recent legislation relating to US import law around human and labor rights compliance by companies and reviewing guidance from the Department of Labor, NOAA, and Department of State around seafood imports to assimilate guidance into one report.
- Gather recommendations from civil society by interviewing staff at WWF, and other NGO staff as recommended by the WWF team. This will include speaking with individual members of US-based NGOs and the Illegal, Unreported, and Unregulated Fishing and Labor Rights coalition that work on such issues, such as Greenpeace, Oceana, CSIS, WWF, and the Stimson Center. The recommendations from relevant staff will be consolidated into guidance for compliance by companies, as well as a gap analysis showing where legislation could be created or improved to reduce the risk of labor and human rights abuses in the seafood sector.
- Develop recommendations for WWF to inform and strengthen our work on fisheries that might also help advance human rights protection. The Program Associate will interview WWF staff to understand WWF's current approach to the issue and then, using the above reports, news media, law reviews, and other sources, craft a set of recommendations in report-form and slide-form that identifies ways WWF can train its staff, close existing gaps, or increase our awareness and responsiveness to the issues.

## DESIRED SKILLS

- Excellent research and writing skills
- Highly collaborative and flexible
- Background in marine or ecological science is a bonus, but not required

**\*Remote Work Details:** The Innovator is expected to reside for the period of the program in the D.C. area, and to work in-person at the WWF HQ building two days per week (Tuesday and Wednesdays for the Oceans team). Every-other-Friday is a paid day off (called Panda Friday).

The background features a grayscale image of classical architectural columns and capitals, viewed from a low angle looking up. A large, semi-transparent geometric overlay consisting of several overlapping triangles in various shades of gray and white covers the lower and right portions of the page. In the top right corner, there is a solid green rectangular box containing the word "Weil" in white, bold, sans-serif font.

**Weil**