



POSITION ANNOUNCEMENT DIRECTOR OF MASS DEFENSE

National Lawyers Guild National Office

Position Remote; Office Located in New York, NY

Position Description: The Director of Mass Defense (DMD) is responsible for the coordination and implementation of the NLG's national protest support program. The position is largely an organizing role responsible for overseeing national mass defense-related network-building and membership-building activities, including supporting collaboration within and across NLG chapters, regions, committees, projects, and members.

The DMD is a full-time staff member of the NLG National Office (NO). The DMD reports to the NLG NO Executive Director and works closely with NLG staff and members to identify and implement priorities and strategies, as well as create and maintain necessary resources.

About the National Lawyers Guild: National Lawyers Guild (NLG) is a membership-based organization with a longstanding commitment to racial, economic, gender, disability, queer liberation, the rights of people who are incarcerated, prison and policing abolition, and more. Our mission is to use law for the people; we unite lawyers, law students, legal workers, and jailhouse lawyers to function as an effective force in service of the people by valuing human rights and the rights of ecosystems over property interests. This is achieved through the work of our members, and NLG's numerous organizational committees, caucuses, and projects, reflecting a wide spectrum of intersectional issues.

NLG Mass Defense Program: For over 50 years, the NLG Mass Defense Program has provided legal support for protests and movements taking an abolitionist, anti-racist, anti-capitalist, and anti-imperialist approach to human rights work. Our network of lawyers, law students, and legal workers observe police actions during protests, provide Know Your Rights training and materials for supporting activists engaged in mass protests, track arrestees through the legal system, provide referrals and attorneys for protest-related cases, and more.

Location: Remote with some travel (possibly 1-3 times per year).

Salary and Benefits: The salary range is \$70,000-75,000 DOE. This position is non-exempt with a 35-hour work week. Benefits include employer-paid medical and dental benefits; 401(k) plan with employer match; paid family leave, disability, and life insurance; paid time off including three personal days, seven fixed holidays, four floating holidays, 18 sick days, and 20 regular vacation days annually. This is subject to revision during the contract bargaining process.

Required Qualifications:

- Commitment to NLG principles (including, but not limited to, anti-racism, anti-imperialism, anti-capitalism, and anti-oppression);
- 5+ years professional experience in organizing legal support, community organizing, or similar experience providing support for social movements;
- Excellent project management skills for both individual and interconnected programs;
- Ability to work collaboratively, share responsibilities, and support and acknowledge colleagues' contributions; experience with collaborative workplaces and consensus-based decision making a plus;
- Ability to think strategically and identify mass defense-related opportunities and challenges;
- Excellent time-management skills;
- Excellent training and mass education skills, including developing training materials, train-the-trainer, and sharing information with an eye to anti-oppressive practice, disability justice and reaching diverse audiences;
- Ability to write clearly and concisely, and to deliver content on deadline;
- Knowledge and familiarity with evolving digital security practices and platforms.
- Must be authorized to work in the United States.

Preferred Qualifications:

- Knowledgeable about or interested in learning about Constitutional and First Amendment law and organizing;
- Understanding of state repression and political organizing in response;
- Understanding of left radical/progressive social movements and political ideologies;
- Familiarity with CiviCRM, WordPress, GoogleSuite, MS Office;

Job Duties:

- Coordinate with NLG members, chapters, and committees to organize and provide national protest legal support to leftist social movements, prioritizing geographic regions without a NLG staffed chapter;
- Proactively analyze the political landscape to identify current social movements and needed response(s);
- Steward the creation, update, and distribution of Mass Defense-related resources such as rapid-response protocols, training materials, Know Your Rights handbooks, and information/data security protocols;
- Coordinate and train NLG staff and members to identify and meet mass defense-related priorities and to address situations affecting mass defense organizing nationally;
- Report to the Executive Director and other national officers as needed to address legal situations that arise with mass defense organizing;
- Work with the Director of Communications on NLG mass defense-related media and content;
- Act as a point person for and representative of the NLG in protest-related coalition organizing;
- Act as a liaison between the National Office and the Mass Defense Steering Committee;
- Assist with mass defense fundraising campaigns and grant requirements;
- Prioritize our mass defense program as a membership building tool;

Work Environment

The work environment described here is representative of what an employee will encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with different abilities to perform the essential functions.

- This position largely takes place remotely, with virtual collaboration with other staff and members. The DMD must be able to participate in online virtual communications including email and video conferencing used to facilitate virtual office culture and work sharing.
- This position is full time (35 hours a week) and exempt. This position generally requires availability during core office hours of 10:30am - 5:30pm Eastern Time and occasional work on evenings and weekends as needed.
- Must be able to conduct business in English; however, fluency in languages other than English is a plus.
- Some work at off-site locations required (i.e., annual convention, National Executive Committee meetings); the NLG aims for accessibility in any off-site location.
- This role routinely uses standard office equipment such as computers, phones, and webcams. Employees are regularly required to communicate effectively via computer, via phone, and in person.

How To Apply

Candidates should submit a letter of interest, a resume, and two references in one PDF document to jobs@nlg.org, with “[Full Name] - Director of Mass Defense” as the subject of the email.

The letter of interest should describe your motivations for working with the NLG, any movement experience, details about your demonstrated experience in any of the job functions. Letters of interest will not be evaluated based on adherence to any specific cover letter conventions; we just want to know more about your personal, political, and/or professional interest in this role.

References will not be checked until the last round of interviews and candidates will be given an opportunity to notify their references in advance. This position is remote with some travel, and candidates must be legally authorized to work in the United States.

Applications will be evaluated on a rolling basis until the position is filled; application review will begin on October 18, 2023. Please apply early to ensure your application is considered.

The NLG National Office complies with federal and state disability laws and makes reasonable accommodations for applicants and employees with disabilities. **If reasonable accommodation is needed** to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, **please contact** jobs@nlg.org.

The NLG is an affirmative action, equal opportunity employer. People of color, trans and LGBTQ people, women, people with disabilities, immigrants, formerly incarcerated people, and people who have lived in poverty are strongly encouraged to apply.