

**Position Announcement:  
Deputy Executive Director**

Rising for Justice (“RFJ”) invites applications for a full-time Deputy Executive Director. Reporting to the Executive Director, this position supervises the organization’s Program Directors and their respective staff. The Deputy Executive Director directs RFJ’s substantive legal and advocacy work and ensures that RFJ provides high-quality legal services to clients and meets their needs through innovative, vigorous, client-centered, and thoughtful advocacy. This is a senior management position and is part of RFJ’s Executive leadership team.

**Responsibilities:**

- With the Executive Director, provide overall management oversight of the functions of RFJ and the allocation of resources to achieve the organization’s objectives;
- Direct the substantive legal and advocacy work of RFJ and, with assistance from the Program Directors, oversee the service delivery of RFJ’s units to ensure efficient, high-quality legal representation of clients;
- Develop and implement effective and innovative systems to deliver legal and advocacy services, and ensure their utilization as well as adherence to established standards of practice and ethics;
- In consultation with the Executive Director, Program Directors, and other advocacy staff, establish and maintain RFJ’s advocacy policies, procedures, and priorities;
- Supervise and evaluate Program Directors;
- Work with the Program Directors and other staff on the development of legal skills and substantive law training opportunities and advocacy efforts for law students and staff, and approve decisions to undertake major litigation;
- With the Executive Director, lead RFJ’s periodic, strategic, and other long-term planning efforts, including, but not limited to, needs assessment studies;
- With the Executive Director, Director of Human Resources, and other key managers, ensure the effective and appropriate administration of RFJ’s Collective Bargaining Agreement with members of the RFJ Union;
- Engage in collective bargaining with the Union representing RFJ’s staff as part of RFJ’s management team, as needed;
- Work with the Executive Director, Director of Development & Communications, and RFJ’s Board of Directors to identify potential funding sources, develop proposals, and prepare periodic reports on services rendered, based upon RFJ’s priorities and careful analysis of its resources and client needs;

- Work with the Executive Director and Director of Development & Communications to promote RFJ's initiatives, activities, and achievements through the press, social media, community outreach, professional events and conferences, and through the publication of articles and other materials focusing on substantive law, practice skills, social issues, and current events;
- With RFJ staff, coordinate interaction and partnerships with other legal services providers, community organizations, the Judiciary, the District of Columbia (DC) Bar, government agencies, and area schools of law; and
- Other duties as assigned.

**Qualifications:**

- LL.B. or J.D. degree, plus at least twelve years of experience as a practicing attorney and at least seven years as a manager.
- Demonstrated ability to manage and lead a team of attorneys, paralegals, social workers, and administrative professionals.
- A strong work ethic and superior presentation and organizational skills.
- Substantive clinical teaching/training experience.
- Excellent writing and verbal communication skills.
- Significant appellate experience.
- Experience working with low-income populations or in a legal services setting.
- Admission to the DC Bar and extensive practice experience before DC courts.

**Salary and Benefits:**

This is a full-time position based on a 40-hour work week. RFJ's salaries are set on a scale based on years of experience. The scale for this position is \$130,000 to \$150,000. RFJ offers a competitive benefits package including employer-paid medical, dental, and vision insurance; generous sick, annual, and personal leave; life and disability insurance; and paid federal and local holidays. RFJ currently offers a hybrid work environment with three days in the office and two days remote.

**To Apply:**

Each candidate should submit a cover letter and resume by email addressed to Linda Brooks, Director of Human Resources, at [careers@risingforjustice.org](mailto:careers@risingforjustice.org). Please indicate "Deputy Executive Director [your full name]" in the email subject line. Finalists will be asked to submit writing samples and three professional references. Review of applications will begin immediately and continue until the position is filled.

**About Rising for Justice:**

Founded in 1969, RFJ, formerly known as D.C. Law Students In Court, is the oldest law-school clinical teaching program in Washington, DC. It operates as a public-interest legal services provider and a clinical education program for law and social work graduate students, serving more than 4,000 clients per year. Much of RFJ's work focuses on fighting eviction and

displacement on behalf of low-income tenants in Washington, DC. In addition, RFJ represents justice-involved DC residents in need of a fresh start by sealing their criminal records, and individuals seeking family stability by representing respondents in civil protective order and anti-stalking order cases. RFJ provides services from its main office and its office in the DC Superior Court.

RFJ's mission is to leverage the collective forces of students and experienced advocates to achieve justice for all. RFJ is committed to strengthening the voices of its low-income clients, collaborating with community partners, and rooting out the inequities that keep people in poverty. RFJ embraces equal justice and diversity as core values and strives to maintain a vibrant, welcoming, innovative, and collaborative workplace. The organization is committed to fostering the thoughtful exchange of ideas and to ensuring that all voices are heard and respected. Its commitment to diversity, inclusion, and non-discrimination includes race, sex, age, religion, national origin, sexual orientation, gender identity/expression, personal appearance, genetic information, political affiliation, marital status, family responsibilities, disability, status as a veteran, and any other characteristic protected by federal, state, or local law or regulation. Candidates of all identities, experiences, and communities are encouraged to apply.