



## **JOB POSTING**

### **EMPLOYMENT LAW ATTORNEY**

#### *Working Families Legal Clinic*

The Chicago Workers' Collaborative (CWC) is seeking a Staff Attorney to assist in the development of a new employment legal clinic for constituents of CWC through its offices in Waukegan, Chicago and Elgin in Illinois.

#### **The Role:**

This is a full-time, salaried position. The Attorney will work under the supervision and guidance of the Lead Employment Attorney with extensive experience in employment law and will be expected to be available to work out of CWC's three offices. While experience in employment law is a plus, a commitment to the mission of CWC to bring access to justice in the workplace to CWC constituents is the most important criteria. If you do not have experience in employment law, you will be provided with the support and supervision necessary.

#### **Core responsibilities include:**

- Identifying areas for Know Your Rights trainings, conducting issue research, developing relevant & accessible materials, and working with CWC's Legal Coordinator and CWC organizers to effectively deliver Know Your Rights content to impacted workers.
- Conducting intakes with impacted workers, gathering relevant documents and providing case synopsis and analysis to CWC's Litigation Team to determine feasibility of the case and next steps.
- Researching relevant legal issues and drafting memorandum to guide legal and policy strategy.
- Drafting legal memos, complaints, motions and other documents.
- Representing workers in legal action, including agency charges, arbitration and litigation.
- Engaging non-profit and private bar attorneys with opportunities to support CWC constituents in low-wage industries through case referrals, co-counseling arrangements and other strategies.
- Developing a working relationship with key officials at labor enforcement agencies throughout the country.

#### **Qualifications:**

- Must be licensed and barred in Illinois and the Northern District of Illinois or willing to sit for the bar in Illinois within 6 months.
- Some litigation experience required (preferably with some experience in workers' rights).
- Experience developing and delivering Know Your Rights presentations.
- Excellent verbal and written communication skills, with a proven ability to write compelling legal memos, complaints and other documents.

- Strategic thinker with understanding of various strategies used by movement organizations to effect change (e.g., organizing and movement building, impact litigation, legislative advocacy, opposition research, strategic communications, etc)
- Action-orientated and entrepreneurial self-starter who can manage multiple projects and work well both independently and in a remote team
- Strong understanding of racial and economic justice, how race and power shape systems in our society, and how grassroots organizing works in practice.

### **Compensation and Location**

This is a full-time position with a salary range of \$80,000 - \$100,000 (based on experience) and benefits, including medical and dental insurance, paid time off and a 401k plan with an employer contribution.

### **To Apply:**

Email [chris@chicagoworkerscollaborative.org](mailto:chris@chicagoworkerscollaborative.org) with the subject line “*CWC Attorney Position*” and include a cover letter, resume and writing sample (legal complaint, memo or brief). We will consider applications on a rolling basis.

*The Chicago Workers' Collaborative is an equal opportunity, fair chance, affirmative action employers, committed to building a diverse and inclusive workforce. People of color, women, LGBTQ+ people, people with disabilities, and individuals with past involvement with the legal system are strongly encouraged to apply.*