

Temporary Staff Attorney Position

Staff Position: Temporary Staff Attorney

Reports to: Legal Director

Status and Timing: Full-time, term of six months, starting in May 2024

Location: Hybrid or remote, based out of the Council's Philadelphia office or Pittsburgh office. Some work outside of regular business hours and occasional travel are expected.

Description of Responsibilities: Clean Air Council seeks a full-time attorney to work on litigation, regulatory affairs, and policy for a limited six-month period. The Temporary Staff Attorney would work closely with other members of a legal team working on a range of cutting-edge environmental legal efforts in Pennsylvania, elsewhere in the Mid-Atlantic region, and nationally.

The Temporary Staff Attorney's responsibilities include:

- o Litigate matters in administrative, municipal, state, and/or federal fora.
- o Work closely with the Council's outreach team to review a wide array of factual scenarios affecting the environmental health of communities and develop advocacy and/or litigation strategies.
- o Draft comments for submission to regulatory agencies in response to policy and permit proposals, and engage with those agencies on those proposals.
- o Collaborate and maintain professional relationships with the Council's partner organizations.
- o Provide in-house counsel services, such as review of contracts and internal policies.
- o Assist in all types of legal work.
- o Assist in grant writing and reporting.

The Council is a small organization, and as such, the Council may call on employees to assist in tasks that fall outside of the employee's job description from time to time.

Qualifications:

- Practicing attorney with PA bar admission
- Litigation experience
- Environmental law experience preferred

Core Competencies:

- Excellent organizational and project management skills
- Ability to learn new areas of law and understand complex environmental issues quickly
- Strong writing, editing, proofreading, and communication skills
- Attention to detail and ability to maintain multiple varying deadlines
- Works well as part of a small team

About Clean Air Council:

Clean Air Council is Philadelphia's oldest and most effective regional environmental advocacy non-profit. Founded in 1967, the Council is dedicated to protecting everyone's right to a healthy environment.

Clean Air Council strongly encourages people of color, women, LGBTQ individuals, and those with disabilities to apply.

Compensation:

Annual salary of \$65,000-\$75,000 commensurate with experience and qualifications, prorated for six months (\$32,500-\$37,500). Benefits include 401k matching 4%, Septa Key Advantage, covered 100% and RideEco pre-tax transit. The Temporary Staff Attorney will receive the paid staff holidays that occur during their six-month term, 10.5 vacation days accrued over the course of that term, and one personal day.

To apply:

Interested candidates should send a letter of interest, resume, and writing sample to Alex Bomstein at abomstein@cleanair.org and Kathryn Urbanowicz at kurbanowicz@cleanair.org (please include "Temporary Staff Attorney Application" in the email subject line). Applications without these three items may not be reviewed. Applications will be accepted until the position is filled. Interviews will begin immediately.