



*Fighting for fairness for  
people in need*

**National Center for Law and  
Economic Justice**

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Executive Director

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## **The National Center for Law and Economic Justice Welcomes Applications for Executive Director Position**

### Search Summary

The National Center for Law and Economic Justice (“NCLEJ”) seeks a new leader to serve as its next Executive Director. Reporting to NCLEJ’s Board of Directors, the Executive Director will be based in New York, will lead an experienced and mission-driven staff, and will manage an annual budget of approximately \$1,900,000. The successful candidate will have the great privilege and opportunity to build upon a powerful legacy of legal advocacy on behalf of low-income individuals and families, and the exciting challenge of enhancing and evolving the Center’s programs to address most effectively the causes of deepening poverty in communities across the country. The Center’s longstanding Executive Director, Henry Freedman, who has successfully led NCLEJ and advanced its important agenda for 43 years, will be retiring.

The National Center for Law and Economic Justice works to advance the cause of economic justice for low-income families, individuals, and communities across the country through a variety of means including policy advocacy, technical assistance, and major impact litigation. Because NCLEJ believes that this nation should strive to ensure that no one lives in poverty or is denied basic human rights, its dedicated lawyers and staff strive to promote income security, access to employment, access to healthcare, fair treatment by the government, public accountability, access to justice, workplace fairness and safety, community action, and civic participation by low-income individuals.

The NCLEJ Board and its Transition Committee are seeking an experienced and passionate new leader who can work collaboratively with a seasoned team of lawyers and staff to provide strategic direction, manage financial and human resources to enhance the Center’s impact, and attract significant additional resources to expand the crucial work of the Center, and who has the communication and advocacy skills to articulate both the needs of low-income

citizens and the importance of securing their rights of full participation in our society through a variety of means, including impact litigation.

The Board of Directors of NCLEJ has selected and charged a nine-member Transition Committee composed of Board and staff members to conduct the Executive Director search. The Board is working with E.P. Dine Inc. a national legal search firm, to assist with this important endeavor. Inquiries, nominations, and applications should be directed in confidence to the firm as indicated at the end of this document.

### **The Mission and Achievements of NCLEJ**

NCLEJ was founded in 1965, in the heyday of the civil rights movement. From the very start, NCLEJ staff joined with southern civil rights lawyers in landmark cases, worked with community-based organizations around the country, won ground-breaking victories in the courts, and achieved major reforms in legislation and agency policies and practices. Through these early successes, NCLEJ demonstrated that the law can be a powerful instrument for improving the lives of the most disadvantaged members of our society. For nearly five decades, NCLEJ has led the way in advancing economic justice across the country, securing systemic reform in the delivery of income support and related human services, and safeguarding important legal and constitutional rights.

In particular, NCLEJ works to ensure that parents have access to the assistance they need to feed their families and plan for self-sufficiency; that people can get jobs that pay enough to support themselves and their families because they have access to quality childcare and essential education and training; that women making the transition from welfare to work have full protection against sexual harassment and discrimination; and that people with mental and physical disabilities, or limited language proficiency, are not discriminated against as they seek to access benefits programs or secure education and training for meaningful employment.

NCLEJ's staff of award-winning lawyers has many years of experience in litigation and other forms of advocacy and technical assistance—tools that are employed strategically to serve low-income communities. NCLEJ multiplies the impact of its staff by collaborating with major law firms and with civil rights, civil liberties, women's rights, immigrants' rights, and other legal advocacy organizations. NCLEJ is a leader in working collaboratively in and outside of litigation, both through formal and informal arrangements. NCLEJ staff excels at forging new partnerships by educating other advocates about emerging issues and advocacy strategies, presenting at conferences, convening groups of advocates over critical issues, disseminating publications widely, and expanding the use of NCLEJ's national listservs and website. Additional information about NCLEJ's services and successes can be found at [www.nclej.org](http://www.nclej.org)

## **Opportunities and Responsibilities for the Executive Director**

The Executive Director will work closely with the Board of Directors and the staff in setting strategic priorities for NCLEJ in the current environment of deepening poverty. With the assistance of the Board and the Development Director, the Executive Director will be responsible for expanding resources through fund-raising and other revenue enhancement projects. NCLEJ's Executive Director will also be called upon to serve as a leading, authoritative spokesperson, public educator, advocate, and communicator about poverty and its devastating effect on individuals and families.

The Executive Director serves as the chief executive officer of the organization. Reporting to the Board of Directors, the Executive Director ("ED") will have overall strategic and operational responsibility for NCLEJ's management, staff, program, expansion, and fund-raising, and for the execution of its mission. The ED's responsibilities include organizational leadership, fundraising and fiscal planning, and communications. In each of these domains, the ED is responsible for maximizing the human and financial resources of the NCLEJ to serve its mission.

The ED will have the following general duties:

- Provide leadership, inspiration, guidance, and direction in the development and realization of short- and long-term work plans, programs, and projects to further the Center's mission.
- Supervise and oversee NCLEJ litigation activities.
- Collaborate with the board chair to maintain and enhance board and committee composition and board member engagement.
- Cultivate and nurture relationships with current and new donors, funders, and community partners in order to meet enhanced funding goals.
- Collaborate with senior management to formulate and implement organizational policies and procedures.
- Serve as chief spokesperson and advocate for the Center.
- Supervise and oversee the day-to-day operations of the Center.
- Propose annual budget to the board and ensure fiscal viability and accountability.
- Promote and advance the Center's policy agenda and public image.
- Serve as primary liaison with the board of directors and facilitate the interaction between and among management, the board, and community partners.
- Perform any other Center-related duties or special projects as agreed upon with board of directors.

The successful ED candidate will possess many of the following qualifications:

- Strong identification with, and commitment to, the mission of the Center.
- Excellent oral and written communication skills; compelling abilities as a public speaker.
- Strong record of success in fundraising from a variety of sources.
- Ability to cultivate and sustain relationships with people of diverse backgrounds and experiences, including low-income individuals and community groups.
- Solid supervisory and leadership experience.
- Successful record of public interest advocacy and/or litigation.
- Knowledge of poverty law and the role of litigation in advancing economic justice.
- Successful record of managing a non-profit, advocacy organization, governmental agency, or private sector entity.
- Organizational development experience at the senior or executive level.
- Ability to collaborate with and lead a team of experienced professionals.
- Experience collaborating with board of directors.
- J.D. degree and legal experience strongly preferred, but not required.

### **Application Procedure**

Applications, which should include a resume and cover letter, should be sent to the following electronic mailbox: [agrech@epdine.com](mailto:agrech@epdine.com). Inquiries or nominations are also welcomed by e-mail.

Applications, inquiries and/or nominations may also be emailed to [agrech@epdine.com](mailto:agrech@epdine.com) or may be addressed to:

Laurie Becker, President  
c/o Anthoula Grech  
E.P. Dine Inc.  
460 Park Avenue, 11<sup>th</sup> floor  
New York, NY 10022

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