



Job Opening

Staff Attorney

About Us

Founded in 2003, the Transgender Legal Defense & Educational Fund (TLDEF) is committed to ending discrimination based on gender identity and expression and to achieving equality for transgender people through public education, test-case litigation, direct legal services, and public policy efforts. Along with its signature *Name Change Project*, which provides free legal name change services to community members through partnerships with some of nation's premier law firms, TLDEF's legal programs bring test-case litigation with wide impact in all areas of transgender equality.

Position Overview

TLDEF seeks an organized, adaptive, and motivated Staff Attorney to join its growing Legal Program focused on providing immediate, comprehensive, and lasting legal change for transgender people, particularly those most pushed to the margins. The successful candidate will be intellectually curious and passionate about transgender legal advocacy; deeply committed to centering the needs of TLDEF's transgender clients and stakeholders; actively partnering with the broader movement for transgender justice and equality; and working across the organization to effectively advance TLDEF's mission. The Staff Attorney will have an opportunity to gain direct, hands on experience with transgender litigation and policy advocacy. The Staff Attorney reports to the Legal Director. The Staff Attorney may supervise legal interns.

Primary Responsibilities

- Participate in all phases of impact litigation, including development and investigation, administrative matters, pleadings, motion practice, discovery, trials, appeals, and settlement negotiations.
- Investigate new cases, including managing relationships with potential clients and experts, reviewing records, and drafting legal documents.
- Monitor federal and state legislation pertinent to potential litigation or advocacy.
- Draft legal and policy resources for a range of audiences, including "Know Your Rights" content, template legal documents, legal memos, and advocacy materials.
- Cultivate and steward partnerships with activists, lawyers, academic experts, and potential clients to advance movement goals.
- Engage in public-facing activities, including conferences, hearings, workshops or trainings, and other forums.
- Work with pro bono partners on amicus briefs, litigation, and related activities.
- Maintain detailed records regarding legal intakes, clients, and case management.

Additional Duties

- Periodically supervise legal volunteers, including attorneys and law students.
- Assist the Development and Communications Teams by providing updates about TLDEF's strategies and progress.
- Assist the Development Team with data collection for donor and funder reporting.
- Other duties as assigned, including special projects as needed.

Required Qualifications

- A J.D. degree from an accredited U.S. law school and a license to practice law in any state is required. The successful candidate must become licensed to practice law in New York in their first year of hire.
- At least one year of relevant litigation experience.
- Familiarity with transgender-related legal precedents, including but not limited to Title VII, Title IX, and constitutional rights.
- Excellent legal research, writing, and analysis skills.
- A strong understanding and commitment to issues impacting transgender, gender nonconforming, and nonbinary people. The ability to think critically about intersectional and systemic issues, including but not limited to transphobia, racism, classism, ableism, and xenophobia.
- Willingness to be part of a diverse movement with multiple leaders, and to represent and amplify the voices of communities that cross lines of gender identity and expression, race, class, ability, and immigration status.
- Strong relationship-building skills with the proven ability to effectively partner with diverse stakeholders.



- A demonstrated commitment to remain positive, maintain discretion, and resolve conflict from a place of integrity, humility, and compassion.
- Ability to set priorities and juggle multiple deadlines.
- Proficient in Microsoft applications, legal research tools, and Internet research.
- Ability to travel as needed.
- Ability to work evenings and weekends as needed.
- Fluency or proficiency in Spanish is a plus, but not required.

Compensation

TLDEF offers a competitive salary and benefits package that includes transgender-inclusive medical, vision, and dental insurance, three weeks of paid vacation, paid holidays, paid sick days, employer contributions to retirement, pre-tax commuter benefits, and professional development opportunities.

To Apply

Submit a compelling cover letter, resume or C.V., and legal writing sample to careers@transgenderlegal.org with the subject line "Staff Attorney." Applications submitted without a cover letter, resume or C.V., **and** writing sample will not be considered. Applications will be accepted until the position is filled. No phone calls, please.

TLDEF is an equal opportunity employer. People of color; lesbian, gay, bisexual, transgender, queer, and intersex people; women; and people with disabilities, including HIV, are all strongly encouraged to apply.