



## **SENIOR ATTORNEY, CIVIL RIGHTS & SOCIAL JUSTICE**

National Hispanic Media Coalition

### **LOCATION**

Washington D.C.

### **THE ORGANIZATION**

NHMC is a 35 year old nonprofit 501(c)(3) civil rights organization that was founded to eliminate hate, discrimination, and racism towards Latinx and marginalized communities.

We educate and increase visibility of Latinx from our policy work in Washington D.C. to our media advocacy work in Hollywood where we collaborate, create, and connect Latinx talent with the entertainment industry. At NHMC we focus on all forms of media because of its powerful effect on the attitudes, values, and beliefs of society.

NHMC collaborates with other social justice organizations to eliminate online hate and hold online platforms accountable for their content. We advocate for the Lifeline Program, Net Neutrality protections, and also work in closing the digital divide for Latino and other marginalized communities. NHMC works in partnership with other civil rights organizations to safeguard democracy in the United States of America.

### **POSITION SUMMARY**

The Senior Attorney, Civil Rights & Social Justice (Senior Attorney) will execute NHMC's telecommunications policy and media advocacy portfolio, including expanding broadband access and closing the digital divide, restoring net neutrality, defending the Lifeline program, combating online hate, increasing diversity in media ownership, and more. The Senior Attorney will play a lead role in eliminating hate and disinformation online at the state, federal, and global levels. The Senior Attorney will be responsible for conducting policy analysis, participating in policy and civil rights discussions, and advocating NHMC policy and media advocacy positions on behalf of the Latinx community. The Senior Attorney works in coalition with allied organizations, policymakers, and lawmakers.

### **DUTIES AND RESPONSIBILITIES**

- Serve as senior telecommunications policy expert
- Build strategic relationships with key congressional offices, committees, caucuses, and task forces, as well as with White House staff and executive agencies



- Analyze and counsel on impact of communications and media policies on Latinx people and other marginalized communities
- Help raise public awareness and advance support for NHMC policy and media advocacy priorities in addition to campaigns
- Perform substantial writing, including completing issue briefs, filings, talking points, meeting briefs, advocacy letters, blog posts, draft op-eds, policy statements, monthly member communications, and reports
- Lead all policy subject matter research, filings, and projects, including policy white papers and other frequent publications
- Develop policy and legal strategies to eliminate hate, discrimination, and racism towards Latinx and other marginalized communities
- Collaborate with strategic partners to integrate more Latinx people into telecommunications and media
- Attend a myriad of civil rights and social justice meetings representing NHMC, take notes, report back to team, and complete follow up actions items
- Respond to media inquiries and opportunities pertaining to telecommunications policy, in close collaboration with communication team members
- Strengthen the policy and media programs by developing and maintaining relationships with allies, funders, and academic partners
- Generate grant reports documenting NHMC's policy work and achievements in collaboration with Development Manager
- Collaborate with Event Manager to produce fundraising and educational virtual and in-person events
- Collaborate with Digital Media Manager to produce social media copy, strategy, and visuals
- Provide support to the President & CEO as needed, and other duties as assigned

## **SKILLS & QUALIFICATIONS**

- Juris Doctorate from a law school accredited by the American Bar Association
- Admitted and in good standing to a state bar, preferably Washington D.C. or California
- 3+ years of experience on Capitol Hill, interacting with or working at Federal agencies, or other relevant federal policy experience
- Familiarity with legislative efforts on technology and/or media policy
- Commitment to and knowledge of civil rights and social justice issues affecting the Latinx community



- High-level research skills and effective writing skills, especially under short deadlines and/or high pressure
- Sound judgment and ability to analyze situations and information
- Strong analytical skills, including drafting persuasive language
- Ability to work effectively independently and with a broad cross section of organizational partners
- Ability to prioritize among multiple projects, and efficiently handle multiple tasks at once
- Ability to work in fast-paced environment

### **SALARY AND BENEFITS:**

This is a full-time exempt position with a competitive salary and excellent benefits. The salary band for this role is \$90,000. – \$104,000, depending on experience.

### **TO APPLY:**

Send an email to [castilloassistant@nhmc.org](mailto:castilloassistant@nhmc.org) with 'SENIOR ATTORNEY, CIVIL RIGHTS & SOCIAL JUSTICE' in the subject line. Attach your 1) resume; 2) cover letter detailing your interest in working for NHMC and your relevant skills and experience; and 3) 3-5 relevant writing samples. Only submissions that include all of the requested materials will be considered. Applications will be accepted until the position is filled.

*The National Hispanic Media Coalition provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, sexual expression and identity, veteran status, national origin, age or disability. The National Hispanic Media Coalition strongly encourages applications from people of color, persons with disabilities, women, and LGBTQ+, and other underrepresented applicants.*

2/1/21