



JOB DESCRIPTION

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| Job Title | National Legal and Policy Director |
| Reports To | National Executive Director |

Position Summary

The Legal and Policy Director for the American Guild of Musical Artists, AFL-CIO (AGMA) is a mid-to senior level career labor lawyer and labor relations strategist (15+ years) who can seamlessly step into the role of providing executive, legal, and organizational support to AGMA's National Executive Director (NED). A new position to the Union, they will play a key role in driving the Union's legal and compliance work, governance, HR functions, strategic plan, and organizational priorities. This is an in-office job at the Union's New York City National Headquarters, with possible hybrid options pursuant to Union policy.

AGMA Overview

AGMA is a growing, high-profile, member-led union of singers, dancers, and staging staff working at 80 of the most iconic opera, ballet, contemporary dance, and choral concert companies in the U.S. The Union is governed by a large, diverse Board of Governors comprised of elected member-leaders. The NED is responsible for managing the day-to-day affairs of the Union consistent with the Board's directives.

AGMA staff is currently organized into five (5) departments (Collective Bargaining, Communications, Finance, Operations, and Organizing) each led by a National Director who provides leadership, expertise, and support for the national union, and three (3) regional teams of representational staff (Regional Directors, Assistant Regional Directors, and member leaders on leave for union service) covering the Western, Mid-West/South, and Eastern sections of the country. The Legal and Policy Director will lead a sixth (6th) department and be part of the leadership team of National Directors who meet weekly with the NED to review ongoing projects, priorities, and new developments.

About the Role

The Legal and Policy Director will provide comprehensive strategic, organizational, and day-to-day support to the NED and the Union. They will supervise the legal affairs of the Union, including staff lawyers and outside counsel, when needed, oversee organizational compliance and the Union's HR functions, help drive the implementation of each plank of AGMA's 2026 and Beyond Strategic Action Plan, facilitate communications among staff, and ensure a



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collaborative, cohesive, problem-solving working environment. They also will assume collective bargaining and member-facing activities based on the needs of the National and Regional Directors. The Legal and Policy Director will have deep knowledge and experience in managing AGMA's three interrelated roles as: (1) a collective bargaining representative; (2) a membership organization; and (3) an employer of employees.

Essential Duties and Responsibilities

- Provide strategic executive, legal, and organizational support to NED and National and Regional Directors.
- Help drive the Union's projects, policies, and priorities, including implementation of each plank of AGMA's 2026 and Beyond Strategic Action Plan, which include contract campaigns, arts industry challenges, workplace safety, access to health care, equity and inclusion, AGMA's 90th Anniversary celebration, a potential dues referendum, training and development, finance and operations.
- Facilitate communication between and among staff, and create a collaborative, cohesive, problem-solving environment for AGMA's professional staff.
- Manage and direct AGMA's legal work; supervise staff lawyers and outside counsel, when used.
- Serve as the Director of Organizational Compliance to ensure AGMA's adherence to all federal, state, and local laws governing a labor union, a membership organization, and an employer of employees.
- Oversee AGMA's Human Relations (HR) functions.
- Become well-versed in all aspects of AGMA's governance, including AGMA's Constitution, Bylaws, policies, and committee and caucus structures; draft proposed motions, as requested, for consideration by the Board of Governors; staffing and advising Standing Committees, and recommending new processes or practices for leadership consideration.
- Serve as the Parliamentarian for monthly meetings of AGMA's Board of Governors and/or be willing to train for this role.
- Assume organizing, collective bargaining, and other member-facing activities based on the needs of the National and Regional Directors and as assigned by the NED.
- Demonstrate clear understanding and comfort with the role and interpersonal dynamics of professional staff in a member-led union.
- Perform other duties as assigned by the NED.

Qualifications

- Juris Doctor and senior level experience (15+ years) in a labor union, union-side labor law firm or worker adjacent non-profit organization; deep knowledge of labor law, labor relations, collective bargaining and internal union governance.
- Excellent leadership, strategic organizational, and problem-solving skills; experience driving complex agendas and strategic plans to completion.



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- Demonstrated experience as empathetic, collaborative, professional who has finely tuned listening and team-building skills and is comfortable working with highly skilled professional staff.
- Excellent oral and written communications skills, including the ability to present information persuasively and engage others in creative problem-solving.
- Demonstrated sound judgment, discretion, and ability to compare and evaluate potential courses of action to further AGMA's strategic goals.
- Ability to manage time and self-direct under tight deadlines and rapidly shifting priorities.
- Experience and comfort speaking publicly, delivering training, and running effective meetings.
- Digital native with demonstrated computer literacy and ability to work with specialized software, social media platforms, and communication technologies.
- Ability and willingness to work long hours independently to accomplish the union's objectives.
- Demonstrated understanding of how to work collaboratively within labor organization structure; clear understanding of the role of professional staff within a democratic, member-led labor union.
- Deep interest and familiarity with the performing arts strongly desired.

Working Conditions

- Flexible work schedule (not "9-5") with night and weekend work as required to accommodate the work schedules and needs of AGMA's performing artists members.
- Attend meetings and performances at signatory companies, as needed.
- Travel, as needed.

Compensation

- Salary range of \$175,000 to \$220,000 commensurate with experience; full benefits package including medical, vision, dental, retirement savings plan with generous employer contribution, long-term disability, life insurance, and transit benefits.

Submission Instructions – Submit cover letter and resume via email to:
careers@musicalartists.org

As a labor union, AGMA is committed to combatting injustice and inequality in our members' workplaces, as well as our own workplace. AGMA is committed to building a staff that represents a variety of backgrounds, perspectives, and skills, and we value a diverse workforce and an inclusive culture. We seek to employ staff that reflects the diversity of our membership, and strongly encourage women, BIPOC, LGBTQIA+, people with disabilities, veterans, and other people who identify as members of marginalized communities to apply. AGMA is an equal opportunity employer, and, as such, does not discriminate against an



AMERICAN GUILD *of* MUSICAL ARTISTS

employee or applicant on the basis of race, creed, color, age, sex, national origin, marital status, sexual orientation, gender identity, religious affiliation, disability, or any other classification protected from discrimination under applicable law.