



American Association of University Professors
Legal Department—Flexible Location
Associate Counsel

The American Association of University Professors (AAUP) is pleased to announce an Associate Counsel position to be filled as soon as possible in its Legal Office. The new leadership of the AAUP is looking for an individual who will help transform the Association into an organized, fighting union. Our goal is to defend the higher ed sector against increasing attacks while leading a fight for fair wages, job security, academic freedom, an end to student debt, and expanded access to post-secondary education. The ideal candidate will be committed to shaping and implementing the association's organizing objectives to transform the AAUP into the fastest-growing union in higher education. The location for this position is flexible with the potential for working remotely while traveling regularly to AAUP's Washington D.C. office. This position will work under the direction of AAUP's Senior Counsel.

The AAUP legal department has helped lead the fight against the attacks on higher education. Recently, AAUP has been a lead plaintiff in a number lawsuits challenging the Trump administrations actions against higher education. The legal department leads the legal strategy and management of this litigation for AAUP. The legal department also speaks on the First Amendment, issues guidance and know your rights material to assist AAUP chapters and faculty, and provides advice to AAUP leadership on legal strategy. Seeking to shape the law in ways supportive of AAUP principles, the Legal Office also drafts and submits amicus briefs in key appellate cases. Additionally, the office performs in-house legal work for the AAUP and supplies legal support for a number of key AAUP committees.

The AAUP is committed to a diverse workforce and strives to achieve a workplace environment respectful of the many cultures of our own employees and the higher education workers we represent, including a significant number of African-American, Asian-American/Pacific Islander, and Latinx employees, as well as LGBTQI-identified employees, and those who have immigrated from various countries. The AAUP values the benefits that diversity brings to the faculty profession and the labor movement. We seek applicants whose experience and perspective will contribute to strong representation of our diverse members.

Duties and Responsibilities

The Associate Counsel will help lead AAUP's legal strategy and provide guidance and assistance to AAUP leadership and AAUP chapters and faculty. The substantive areas include academic freedom, employment and labor law, and constitutional law. This position will include the following responsibilities:

- Author, co-author, and file amicus curiae briefs in support of AAUP's core issues.
- Assist in the management of AAUP litigation.
- Provide guidance and advice to AAUP leadership and AAUP chapters on utilizing labor and employment law and First Amendment rights to protect AAUP members and higher education.
- Conduct trainings, workshops, and webinars for AAUP members and chapter leaders on legal issues.
- Assist with the preparation and presentation of materials for leadership meetings.
- Conduct legal research using Lexis, PACER, and other resources.
- Analyze and summarize case law.
- Review and analyze federal/state legislation—both proposed and existing.
- Draft and review memorandums and other legal documents.
- Draft articles, emails, or other materials for members or other constituencies.

- Assist with the preparation of legal office reports to the leadership or other constituencies.
- Assist with preparing AAUP legal compliance materials.
- Other duties as assigned.

Qualifications

- Juris Doctorate degree from an accredited law school.
- Admission, in good standing, and license to practice in at least one jurisdiction.
- Five to eight years of legal experience.
- Strong interpersonal skills and a willingness to reach out to AAUP chapters and allies.
- Strong analytical and research skills.
- Strong attention to detail.
- Experience and demonstrated ability working with diverse groups and individuals.
- Computer proficiency skills—including familiarity with MS Office, PACER, and Lexis.
- Working knowledge of constitutional law, higher education law, non-profit law, academic freedom, employment or labor law preferred.
- Ability to work independently.
- This position requires a valid driver's license and the willingness and ability to travel occasionally throughout the United States, to work long, irregular hours and weekends as needed.

Compensation

Salary range: \$100,00 – \$120,000. Generous benefits package, including health insurance and 401(K).

Position Classification

This position is designated as a senior program officer in the Legal Department and is excluded from the staff union bargaining unit. This is an exempt position and not eligible for overtime pay.

Work Location

Work location is flexible. Travel to the Washington D.C. office is expected approximately once a month or as necessary.

To Apply

To apply, please submit a cover letter, resume, a writing sample that would demonstrate your analytical writing skills, and the names and phone numbers of three references. No phone calls or recruiters please. Review of applications will begin immediately and continue until the position is filled.

Apply Now

The AAUP is an equal opportunity employer and does not discriminate on the basis of age, sex, disability, race, color, religion, national origin, marital status, gender identity or expression, sexual orientation, personal appearance, family responsibilities, genetic information, matriculation, political affiliation, homelessness, or other characteristics unrelated to professional performance. ([EEO Know Your Rights](#) | [Family Medical Leave Act](#) | [Employee Polygraph Protection Act](#)).

Women and minorities are encouraged to apply.