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Chicago, Illinois 60612
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The Action Center on Race and the Economy (ACRE) and ACRE Institute drive campaigns that seek to create a more racially and economically just society that values people over profit and supports the full inclusion and leadership of Black, brown, and poor people in our democracy and economy. Bargaining for the Common Good (BCG) is the organizing arm of ACRE and ACRE Institute.

We are seeking an experienced attorney to fill the General Counsel position. The General Counsel ensures compliance and develops risk mitigation strategies that power our advocacy, campaigns, partnerships, and fundraising efforts. The ideal candidate will have a strong background in nonprofit law, a passion for social justice, and a commitment to racial and economic equity.

Location: Remote

Type: Exempt- confidential

This position reports to the Managing Director. Job responsibilities include, but are not limited to:

Risk Management and Compliance

- Advise senior management and others within the organization on 501(c)3 and 501(c)4 compliance, tax, intellectual property, corporate governance, benefits, litigation, and employment law issues
- Ensure organizational compliance with contracts and applicable law and regulation
- Monitor and advise on legislative developments related to nonprofit organizations
- Review and/or prepare for filing various financial reporting documents, such as the Form 990 and state registration forms, and filings relating to lobbying compliance

- Contracting Oversight: Draft, review, revise, negotiate, and/or execute contracts, such as grant, funding, and program agreements; fiscal sponsorship agreements, agreements relating to data sharing; and vendor and consultant agreements and advise senior management on related issues;
- Lead enterprise risk assessment and mitigation strategies across programs, advocacy campaigns, fundraising, and digital platforms
- Lead legal review of campaign and other materials
- Prepare and deliver actionable Board materials related to legal risk, compliance, and strategic opportunities

Strategic Legal Counsel

- Assess our legal needs, including needs for outside counsel, and serve as primary liaison with outside counsel
- Advise Senior Leadership Team on risk management practice, liability, and insurance matters, liaising with external brokers to determine appropriate insurance liability products
- Advise senior leadership on crisis response, brand/reputation management, and issue advocacy exposure
- Participate in strategic planning and response, both in the broad sense and on day-to-day matters

KNOWLEDGE, SKILLS & ABILITIES

- Excellent verbal and written communication skills.
- Strong analytical and critical thinking skills.
- Ability to comprehend, interpret, and apply the appropriate sections of applicable laws, guidelines, regulations, ordinances, and policies.
- Strong leadership skills
- Excellent interpersonal skills

QUALIFICATIONS AND EXPERIENCE

- Juris Doctorate degree and 3 - 5 years' proven experience in nonprofit contracts administration, risk management, or compliance officer roles
- Current member in good standing with a state bar, with preference to members of Illinois state bar.
- Experience in nonprofit governance, including c4 organizations
- Highly-analytical with strong attention to detail
- Strong understanding of general nonprofit law and tax regulations pertaining to tax-exempt organizations and a working knowledge of contracts, trademarks and copyrights, employment law, and nonprofit compliance .

- Strong understanding of defamation laws and proven ability to perform legal review of public facing documents and social media.
- Experience researching and effectively communicating corporate and legal matters to a lay audience required.

COMPENSATION

Annual salary range is \$146,600-\$149,900, commensurate with experience. Generous benefits, including full employer medical, dental, and vision coverage, and 401K.

LGBTQ, women and Black, Indigenous and People of Color are strongly encouraged to apply. Location is flexible, but we prefer this position to be based in Chicago. To apply, please submit your application and cover letter at this link . If you have trouble with the form, please email jobs@acrecampaigns.org with "General Counsel" in the subject line.

This position is a confidential position that is not part of the bargaining unit of the ACRE Workers Union.