

SEIU LOCAL 73
Staff Attorney
Based in Chicago Illinois

Are you looking for a job with a growing, fighting, diverse and dynamic, member driven union? If so, a career with SEIU Local 73 may be for you!

ABOUT SEIU Local 73:

With over 36,000 members, SEIU Local 73 has a proud history of raising standards for workers and their families. The Local represents service, technical and professional workers primarily in the public sector in Illinois and Indiana. This includes members who are employed in state and local government, school districts, publicly funded social service agencies and universities. Local 73 is committed to helping workers organize and build a powerful collective voice on the job to win fair wages, meaningful benefits, a sustainable retirement, dignity, and respect.

ROLE:

SEIU Local 73 seeks to hire a **Staff Attorney** to work as a member of the Local's legal department to help handle the day-to-day legal affairs of the Local.

DUTIES AND RESPONSIBILITIES:

The successful candidate will be expected to:

- Provide legal advice to staff and officers;
- Serve as lead counsel at arbitration, administrative hearings, labor board proceedings, and other litigation, and handle all related duties, such as case evaluations, preparing witnesses and documents, document review and preparation, tracking cases in the union's central database, writing briefs, and conducting legal research;
- Provide legal support for organizing campaigns;
- Ensure compliance with regulatory mandates, including Beck notifications, LM obligations and 990 reports, LMRDA requirements, lobbying reporting and registration laws, other requirements concerning electoral work and campaign finance;
- Review all contracts with vendors, insurance contracts, and review real estate issues;
- Advise human resources representatives and officers in decisions regarding staff, human resources, and dealings with the staff union;
- Defend the union against charges, lawsuits, etc.
- Conduct staff and membership trainings; and
- Serve as the union's liaison with outside counsel.

JOB QUALIFICATIONS AND REQUIREMENTS:

- Must have a juris doctor from an accredited law school and must hold a valid license to practice law in Illinois (exceptions can be made if admitted in another state).
- Excellent oral and written communication skills are requirements of this position.
- Knowledge of labor law, especially as relates to collective bargaining, unfair labor practices, mediation and arbitration; ability to interpret laws, decisions and regulations.

- At least a year of legal experience with the following types of organizations is highly significant: labor unions, progressive issue advocacy organizations, community organizations, political campaigns and elected officials, employer/union relations.
- At least a year of litigation experience is preferred.
- Experience in internal and/or external organizing is preferred.
- Personal commitment to the mission and goals of SEIU Local 73 is a requirement of this position.
- Computer literacy and the ability to learn union-specific computer systems within the initial months of employment is a requirement.
- Occasional in-state travel and overnight travel may be required.
- Strong personal planning and time management skills, ability to develop and carry out work plans with minimal supervision, and ability to work with people from diverse cultures and backgrounds are also necessary skills.
- Excellent independent judgment and attention to sensitive relationships and confidential information are considered key components to achieving performance standards.
- Commitment and capacity to maintain the highest level of integrity, judgment, confidentiality and discretion in managing union information and resources.
- Long and irregular hours frequently required.
- Be vaccinated against Covid-19 or qualify for a religious or medical exemption.
- Have a drivers' license and automobile for occasional work travel (mileage reimbursement provided).

The salary range for this position is \$75,000 - \$120,000 based on experience. The role also comes with substantial benefits, including a phone allowance, paid holidays and vacations, fully paid health insurance, and a defined benefit pension plan fully paid by the employer.

TO APPLY:

Interested applicants should submit a cover letter with salary requirements, writing sample, and resume to the Hiring Committee at careers@seiu73.org. Interviews will begin the week of October 13, 2025, and will continue until the position is filled.

SEIU Local 73 is an equal opportunity employer committed to a diverse and inclusive workforce. Women, people of color, those with disabilities, and members of the LGBTQ community are **strongly** encouraged to apply. This is a confidential position and exempt from Local 73's staff union CBA.
