



Position Announcement

Staff Counsel

WHO WE ARE:

SEIU Local 721 is one of the largest labor unions in the United States, representing more than 100,000 public- and private-sector workers throughout Southern California. Our members serve their communities every day as nurses, social workers, librarians, court employees, public works professionals, mental health clinicians, parks employees, higher education staff, and many others whose work strengthens and sustains our communities.

Our mission is to build worker power by organizing workers, negotiating strong contracts, enforcing workplace rights, and advocating for social and economic justice. We believe that strong unions create stronger workplaces, stronger public services, and stronger communities.

The Legal Department plays a central role in advancing that mission. Our attorneys represent Union members and the Local in labor arbitrations, unfair labor practice proceedings, and other administrative litigation; advise Union leadership on complex legal issues; support collective bargaining and organizing campaigns; and help shape the legal strategies that protect and expand workers' rights.

This is an opportunity to build a career as a labor lawyer while making a meaningful difference in the lives of working people. Staff Counsel receive hands-on litigation experience, close mentorship from experienced labor attorneys, and the opportunity to become trusted advocates for one of the nation's leading labor organizations.

RESPONSIBILITIES:

Staff Counsel is an entry-level attorney position within the Legal Department. This is an exceptional opportunity for a new lawyer to develop significant litigation experience early in their career. Staff Counsel represent Union members and Local 721 in labor arbitrations, unfair labor practice proceedings, and other administrative hearings while working alongside experienced labor attorneys committed to advancing workers' rights. Unlike many entry-level legal positions, Staff Counsel regularly serve as first-chair advocates in labor arbitrations and administrative hearings, giving attorneys meaningful courtroom and hearing experience early in their careers.

Staff Counsel receive hands-on training in labor arbitration, administrative litigation, witness preparation, legal writing, and advising Union leadership. As skills develop, Staff Counsel assume increasing responsibility for independently handling hearings and other legal matters.

The Staff Counsel reports directly to the Executive Director with supervision by the General Counsel.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO:

- Represent Union members and/or the Union in grievance arbitrations, unfair labor practice proceedings, mediation, civil service hearings and other administrative proceedings.
- Independently manage an active caseload from intake through hearing and resolution.
- Interview members and witnesses, evaluate evidence, prepare cases for hearing, and develop litigation strategy.
- Draft legal memoranda, briefs, motions, arbitration submissions, and other legal documents.
- Conduct legal research and provide advice to Union staff and leadership.
- Interpret collective bargaining agreements and applicable labor and employment laws.
- Maintain organized electronic case files and litigation records.
- Assist with bargaining support, internal governance matters, and other legal projects.
- Train Union leaders and staff.
- Participate in Union-wide campaigns and activities.

MINIMUM QUALIFICATIONS:

The Staff Counsel is an entry-level role within the Local's Legal Department. Recent law school graduates and attorneys with up to three years of relevant legal experience are encouraged to apply. A Juris Doctor degree from an ABA-accredited law school and membership in the State Bar of California are required. *Applicants awaiting California bar results may apply, but employment is contingent upon admission to the California Bar.*

Staff Counsel receive mentorship, training, and regular supervision from experienced labor attorneys while progressively assuming responsibility for hearings, legal research, client counseling, and other aspects of representing Union members and the Local.

REQUIREMENTS:

- Demonstrated ability to work independently while collaborating effectively as part of a legal team.
- Excellent organizational and time-management skills, with the ability to manage multiple matters, prioritize competing deadlines, and maintain accurate case files.
- Strong analytical, issue-spotting, and problem-solving skills, including the ability to exercise sound judgment and develop practical legal strategies.
- Excellent written and oral communication skills, including the ability to communicate complex legal issues clearly and persuasively.
- Strong interpersonal skills and the ability to build productive working relationships with Union members and leaders, staff, and outside counsel.
- Ability to manage an active litigation caseload with professionalism, attention to detail, and accountability.
- Commitment to providing high-quality, client-focused representation to a diverse membership.
- Willingness to work long and irregular hours, including evenings and weekends, when necessary.
- Willingness to travel throughout Southern California and work in different locations as needed.
- Valid California driver's license, reliable transportation, and automobile insurance.
- Demonstrated commitment to the labor movement, social justice, and building worker power.
- Willingness to participate in Union-wide campaigns and other non-legal activities as directed.

SALARY AND BENEFITS:

- Annual Salary Range is between \$97,344.00 - \$107,744.00 for new graduates; \$118,976.00 - \$129,376.00 for attorneys who are admitted to practice in California.
 - Fully paid benefit package including medical, dental, vision and a generous life insurance.
-

TO APPLY:

Mail, fax or e-mail a cover letter, resume, writing sample and the name, job title, address, and phone number of three professional references to:

**Human Resources Department
SEIU Local 721
1545 Wilshire Blvd. Suite 100
Los Angeles, CA 90017**

E-mail: careers@seiu721.org

To be considered, your resume or cover letter must show how you meet each of the job requirements listed above.

SEIU Local 721 is an affirmative action employer and encourages applications from all qualified candidates regardless of race, ethnicity, age, sex, sexual orientation, marital status, religion, or disability. SEIU Local 721 works to ensure fair treatment of applicants and employees and actively enforces zero tolerance policies against discrimination and sexual harassment.

Position will remain open until filled.