Policy Attorney
Job Description

General Job Description

Clean Ocean Action (COA) is a non-profit regional coalition working to protect the marine waters off the NJ/NY coast. The Policy Attorney defends the marine ecosystem from harm. He/she thinks strategically, possesses strong communication skills and thrives in a fast-paced, multi-faceted environment. The Attorney is result-oriented, environmentally-focused, and has a strong desire to protect and improve coastal waters.

The Policy Attorney is the primary legal and technical expert who defends the marine ecosystem from pollution, industrialization and climate change, and protects water quality in collaboration with the COA team. He/she investigates issues, develops positions, identifies solutions, and creates outreach materials. The Attorney is responsible for coordinating and participating in sensitive meetings with high-ranking local, state, and federal officials, advocates, and other experts; analyzing state and federal policies, legislation and research for impacts to marine water quality; and for developing and implementing pro-ocean protection policies, strategies, and actions. The Policy Attorney will also track, coordinate, and participate in targeted advocacy campaigns throughout the region.

The Policy Attorney will report to the Executive Director. This position offers a significant level of responsibility and opportunity for growth to an individual seeking to advance a career in marine protection.

While supported by the Executive Director, Staff Scientist and the COA team, essential duties and responsibilities of the Policy Attorney include but are not limited to:

- Shape regional and national ocean protection policies
- Monitor issues and respond proactively to protect water quality
- Garner support for strong ocean protection policies from elected leaders and decision makers
- Prepare and present testimony for state and federal legislation
- Identify, investigate, track and evaluate proposals, regulations, projects and issues.
- Develop written products including comments, presentations, policy briefs, technical reports, position statements, and research memos that concisely and clearly describe complex analyses and policy options in defense of marine water quality
- Review proposals for compliance with applicable law
- Advocate, communicate, and coordinate technical and policy aspects of issues with a diversity of people including policy, legal, science and outreach experts, coalition members, media, students, citizens, agency representatives, and elected officials
- Consult with COA's legal team to define and organize legal positions and actions, as needed

General Program Coordination

- Maintain focus and message on pollution prevention
- Stay current on state/federal policies, regulations and rules
- Update relevant programs and information on website, and write newsletter articles
- Manage email accounts
- Support and promote development efforts, including assistance with grant proposals and reports, and Annual Report

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Qualifications and Qualities

- JD with NJ bar admission or bar admission in another state and in-house counsel admission via NJ Court Rule 1:27-2
- Applicants with environmental science background a plus
- Strongly motivated to protect and improve coastal waters
- Knowledgeable about marine sciences, pollution, policy, and federal and state environmental regulations
- Familiarity with legal documents and compliance issues
- Knowledge of the political system and experience with members of congress and legislature preferred
- Preference given to candidates with NY/NJ coastal experience and knowledge
- Excellent interpersonal skills, including maturity; ability to work independently and in a team setting
- Efficient, organized work style; ability to prioritize quickly and confidently; ability to manage multiple deadlines
- Excellent research, writing, and editing skills, as well as an analytical mind
- Willingness to travel in the NY/NJ area and occasionally to Washington, D.C.

This position requires evening and weekend work on a periodic basis.

Annual Salary: Position is full time. Salary is competitive and commensurate with education and experience.

Benefits: Health and dental insurance coverage are offered on a cost-sharing basis, paid holidays and PDO, employer paid professional workshops and trainings. Ability to grow with the organization is available and performance-based.

Application Instructions: Position currently open. Applications will be accepted until position filled. Send cover letter, CV, three references with affiliations, one writing sample, and salary expectations to business@cleanoceanaction.org with "Policy Attorney" in the subject line.