Job Title: Research and Policy Analyst

Earthjustice is the nation’s premier nonprofit environmental law organization. We take on the biggest, most precedent-setting cases across the country. We wield the power of law and the strength of partnership to protect people’s health; to preserve magnificent places and wildlife; to advance clean energy; and to combat climate change. We partner with thousands of groups, supporters, individuals and communities to engage the critical environmental issues of our time, and bring about positive change. We are here because the earth needs a good lawyer.

Founded in 1971, Earthjustice has a distinguished track record of achieving significant, lasting environmental protections. We achieve this by hiring talented and dedicated staff who share a passion for justice and a healthy environment. Our headquarters are in San Francisco with fifteen offices across the U.S.

The Research and Policy Analyst supports the CA Regional Office’s programmatic focus on air pollution and clean energy issues in California by: developing the factual basis for lawsuits, writing and editing comment letters and other advocacy documents, representing Earthjustice in advocacy work with government decision makers, and developing and maintaining relationships with clients and other partners.

The individual will report to Adrian Martinez and will work in close coordination with the team in California working on clean air and clean energy issues. This position is located in Los Angeles, CA.

RESPONSIBILITIES:

Advocacy (60 percent)

- Draft comment letters and present public comments and testimony at agency hearings.
- Develop relationships with regional, state, and federal agencies and engage in advocacy to promote priorities of clean air and zero-emissions.
- Prepare advocacy materials such as fact sheets, letters, action alerts, blogs, and other educational materials.
- Work with our communications team on media outreach efforts.
- Provide support for client coalitions by participating in committee groups, attending conferences, and tracking political and regulatory developments.
- Track environmental news throughout the region and identify issues in which Earthjustice should engage.
- Work with existing partners and clients, and cultivate new allies, partnerships, and coalitions, focusing on groups from diverse and/or underserved communities.
- In coordination with the California Policy Advocate, develop and implement legislative and administrative advocacy strategies to advance our positions on environmental issues.
- Monitor developments in programmatic priorities by tracking and analyzing legislation and policy initiatives relating to assigned issues.
- Serve as spokesperson for Earthjustice on assigned issues.
Litigation Support (40 percent)

- Conduct preliminary case inquiries and investigate potential new cases, including preparing factual research, analysis and organization of relevant information, and a written report.
- Conduct factual research to support all stages of litigation.
- Draft case-related documents, including factual portions of pleadings, client and expert declarations, and formal requests to agencies for public records.
- Review and interpret regulations, environmental planning documents, technical support documents and other factual and technical information to support legal strategies.
- Produce multi-media materials (including GIS mapping) for case development and litigation.
- Proofread pleadings.
- Supervise projects and other efforts performed on assigned issues by litigation assistants, contractors or others.

QUALIFICATIONS:

- At least two years of professional experience.
- Bachelor’s degree in Applied Sciences, Public Health, Urban Planning, Environmental Sciences, or Engineering, with Master’s preferred.
- Excellent research, writing, analytical and communication skills, including the ability to quickly understand complex scientific issues and communicate this knowledge to attorneys, staff and media.
- Experience with scientific or technical issues related to land use, the electric sector, climate, energy, clean air policy and/or environmental justice issues preferred, but not required.
- Experience working with communities, and proven ability to work in coalitions and with allies.
- Detail oriented, with good organizational skills.
- Excellent computer skills, including Microsoft Excel, Word, Access, and ARC GIS.
- Demonstrated awareness and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds and orientations.
- Demonstrated commitment to the creation of a diverse, equitable and inclusive work culture that encourages and celebrates differences.

We offer a mission- and employee-focused work environment and a competitive compensation package, including excellent benefits. Earthjustice is an equal opportunity employer and highly values diversity. Women and people of color are strongly encouraged to apply.

Salary is based on experience and location.
Salary range in Los Angeles, CA: $64,300 - $71,400

To Apply:

Using the Jobvite application tool, please submit:
• Resume
• One- or two-page cover letter that addresses: (1) why you are drawn to Earthjustice’s mission and whether there are particular legal, environmental, or justice issues that inspire you; (2) what your experience and skills you would bring to this position; and (3) aspects of your background that demonstrate competence to work with diverse clients and colleagues.
• Writing sample, preferable 4-5 pages that reflects your work.
• List of three references.

Applications will be reviewed on a rolling basis until the position is filled.

Click here to apply: https://app.jobvite.com/?cj=ovalbfwV&s=Turtle_Talk

Please, no phone calls, hard copies, or drop-ins. If you’re having technical difficulties submitting your application, reach out to jobs@earthjustice.org

*Earthjustice is driven by a passion for justice, partnership, and excellence. Our core values lead us to seek a broad range of perspectives and backgrounds to achieve our mission and to maintain an inclusive environment where all staff are valued and respected. As an equal opportunity employer, we are committed to employment practices that ensure that employees and applicants for employment are provided with equal opportunities without regard to race, color, national origin, ancestry, sex, age, religion, physical or mental disability, medical condition, veteran status, marital status, pregnancy, sexual orientation, gender identity, gender expression, genetic information, or any other factor that is not related to the position.

For positions located within the City and County of San Francisco: Pursuant to the San Francisco Fair Chance Ordinance, we will consider for employment-qualified applicants with arrest and conviction records.

For positions located within the City of Los Angeles: We will consider qualified applicants with criminal histories in a manner consistent with the Los Angeles Fair Chance Initiative for Hiring.*