

Reporters Committee for Freedom of the Press

Legal Clinics Program Coordinator (part-time/contract)

The Reporters Committee for Freedom of the Press (RCFP), which provides pro bono legal representation and resources to advance First Amendment freedoms and the newsgathering rights of journalists, is looking for a Legal Clinics Program Coordinator. The RCFP serves the nation's leading news organizations, and thousands of reporters, editors, and media lawyers. It was founded by leading journalists and media lawyers in 1970 when the nation's news media faced an unprecedented wave of government subpoenas forcing reporters to name confidential sources.

The RCFP is looking for a Clinics Coordinator who is a versatile storyteller who can turn complex legalese into compelling narratives that show impact for a variety of audiences. The RCFP needs someone who is an organized, diplomatic collaborator who can successfully balance the needs of partners with varying interests and priorities in pursuit of a unifying goal, and who is a reliable, collegial team player who can take the initiative. The RCFP is playing a central role in organizing a group of law school clinics focused on similar kinds of litigation and programming. The geographic reach of the clinics is broad – from UCLA and Berkeley to Case Western, Minnesota, SUNY Buffalo, Yale, and UVA. Our objective is to facilitate close working relationships and collaboration among these programs and to help the network grow.

Responsibilities include:

- Administer a coalition of law school clinics around the country working on government transparency, accountability, and First Amendment issues.
- Develop compelling narratives and stories that showcase the impact of the clinics' work to promote government transparency and accountability and protect press freedom.
- Produce materials for current and potential funders and stakeholders, including reports, news announcements, blog posts, and social media content.
- Support administrative, communications and development needs of the coalition.
- Manage the planning and execution of clinics communications and outreach to a wide variety of audiences, including funders, the media, law schools and media lawyers, policy makers, and coalition partners.
- Assemble and oversee the clinics' database of resources and potentially a website to showcase the work of the various programs.

- Assist in the creation of a referral network among coalition partners to ensure a pipeline of new client matters.
- Coordinate joint media strategies and projects with members of the coalition and provide tools for partners to use in their own communications efforts.
- Participate in planning and organizing an annual clinics conference.
- Report to the Executive Director of the Reporters Committee and a steering committee of the law school clinics coalition.

Qualifications include:

- BA, BS in journalism, communications, public relations or a related field, and at least 3-5 years in media relations and communications, including experience managing coalition communications.
- An innovative and proactive approach to building relationships with a variety of stakeholders.
- Knowledge of and interest in media and open records law, or a background in journalism.
- A demonstrable commitment to government transparency, accountability, and press freedom, and a genuine interest in supporting the next generation of First Amendment lawyers.
- Comfortable seeking input and additional information from coalition members.
- A penchant for consensus-building.
- Skills and experience in diplomatically handling press queries and ensuring equal opportunities for members to give input or publicly represent the coalition.

Salary: \$24,000 – \$29,000. **Hours required:** average of 20 per week.

Remote applicants are welcome to apply.

To apply: Send resume, cover letter and at least one writing sample to: settleson@gmail.com, subject line: RCFP – Legal Clinic Program Coordinator.

RCFP is an equal opportunity employer and does not discriminate on the basis of race, religion, color, national origin, gender identity, sexual orientation, age, marital status, veteran status, or disability status.