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**CAMPAIGN LEGAL CENTER  
GENERAL COUNSEL**

<http://www.campaignlegalcenter.org>

**The Organization:**

The Campaign Legal Center (“CLC”) was founded in 2002 and has grown to more than 35 people who work every day to protect and strengthen democracy across all levels of government. CLC is adamantly nonpartisan, holding candidates and government officials accountable regardless of political affiliation.

***Campaign Legal Center’s Mission:***

Through litigation, policy analysis, and public education, CLC works as a nonpartisan, nonprofit organization to protect and strengthen the U.S. democratic process across all levels of government.

***Campaign Legal Center’s Vision:***

CLC seeks a future in which the American political process is accessible to all citizens, resulting in representative, responsive, and accountable government.

***History:***

CLC began with an initial grant from the Pew Charitable Trusts, a small staff, and a focused mission: to advance the goals of the Bipartisan Campaign Reform Act (“BCRA”, also known as McCain-Feingold), which was a comprehensive campaign finance reform bill that took five years for Congress to pass.

The law was challenged almost immediately after its passage in the landmark case *McConnell v. FEC*. CLC was part of a legal team that successfully defended BCRA before the U.S. Supreme Court. In its early days, CLC also played a lead role in watchdogging the Federal Election Commission (“FEC”) as it implemented and enforced BCRA.

Over the last several years, the U.S. Supreme Court has issued a series of decisions, including *Citizens United v. FEC* and *Shelby County v. Holder*, that have undermined our democracy in the areas of money in politics and voting rights. The FEC has deadlocked on every important issue before it, proving incapable of enforcing the law, while executive-branch officials take positions threatening ethical norms and voting rights.

In the face of these challenges, CLC conducts litigation and provides legal expertise to policymakers throughout the nation on voting rights and campaign finance issues. Most recently, CLC argued *Gill v. Whitford*, the groundbreaking Supreme Court case seeking to end extreme partisan gerrymandering. In addition, CLC plays a leading watchdog role on ethics issues, providing expert analysis and helping journalists uncover ethical violations.



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***Leadership:***

**Trevor Potter, President**

Trevor Potter is the founder and President of CLC. He is a former Chairman of the Federal Election Commission. He is one of the country's most prominent and experienced campaign and election lawyers. He is also a Senior Adviser to the reform group Issue One, as well as head of the political law practice at the Washington firm of Caplin & Drysdale. To many, he is perhaps best known for his appearances on the Colbert Report as the lawyer for Stephen Colbert's super PAC, Americans for a Better Tomorrow, Tomorrow, during the 2012 election.

**Paul Smith, Vice President, Litigation & Strategy**

Paul M. Smith joined CLC as Vice President, Litigation and Strategy in January 2017. Paul works directly with CLC's talented team of litigators to protect and improve our democracy through innovative litigation strategies. Paul has more than three decades of experience litigating a wide range of cases. He has argued before the U.S. Supreme Court 21 times and secured numerous victories, including in important cases advancing civil liberties. Two examples are *Lawrence v. Texas*, the landmark gay rights case, and *Brown v. Entertainment Merchants Association*, which established First Amendment rights of those who produce and sell video games.

**The Role:**

**Location:** Washington, DC headquarters

**Reports to:** Paul Smith, Vice President, Litigation & Strategy, or Adav Noti, Senior Director, Trial Litigation & Chief of Staff

**Team:** 8 Attorneys

**Position Summary:**

CLC's General Counsel provides advice and guidance regarding legal issues involving the organization's work and operations. This includes advising on best ethics practices, legal compliance with applicable laws and advising on risk management. CLC's General Counsel will also serve as a senior litigator in the Voting Rights & Redistricting programs which engage in litigation around the country, both to ensure the constitutional implementation of existing laws and to defend new reforms against legal challenges. CLC also participates in trial and appellate cases through friend-of-the-court briefs, engages in educational efforts (such as know-your-rights trainings), and provides legislative drafting assistance to legislatures and organizations seeking to improve election law.



The General Counsel will:

- Engage key stakeholders, both internally and externally, in the planning and execution of CLC's overall strategic vision.
- Serve a central role in the development and implementation of CLC's litigation strategy in voting rights and redistricting cases.
- Work in close collaboration with other attorneys and staff throughout the organization to direct the identification, commencement, and litigation of proceedings relating to voting rights and redistricting.
- Articulate a clear vision and goals, align trial and appellate strategies with those goals, and mentor and develop the litigation skills of CLC's attorneys at all levels.

**Key Responsibilities:**

***General Counsel:***

- Provide strategic legal advice to managers and staff on application of organizational policy and IRS, lobbying, and non-profit rules.
- Ensure the organization's decision-making process is consistent with legal ethical guidelines and high standards of integrity.
- Review and revise corporate documents, with appropriate guidance from outside counsel.
- Provide legal review of financial documents.
- Draft, review, and comment on internal governance policies and advise management on implementation.
- Provide legal risk analysis for organizational decisions.
- Oversee compliance with state registration laws, where appropriate.
- Review, negotiate, and draft contracts, agreements, engagement letters and memoranda of understanding with third parties.
- Identify and anticipate legal issues and propose strategic resolutions to eliminate or mitigate risks.
- Research unique legal issues impacting the organization by identifying applicable statutes, judicial decisions, and codes.
- Advise on communications materials to ensure compliance with legal requirements.
- Identify issues and situations that require the assistance of outside counsel and oversee work of outside counsel.
- Liaise with external parties (regulators, external counsel, partners, other organizations and clients), as appropriate.
- Keep abreast of legislative changes that impact CLC.



***Voting Rights & Redistricting Litigation:***

- Collaborate with CLC's senior leadership on the development and articulation of CLC's trial court litigation goals and strategies.
- Provide strategic direction and guidance within a team of eight litigators.
- Advise on prioritization of staffing and other resources necessary to deliver on program goals.
- Review attorney work product, including discovery, motion practice, dispositive briefing, and appeals.
- Conduct and supervise oral arguments and bench trials.
- Manage own caseload of litigation in federal and state courts.
- Advise on proposed state and local legislation, particularly with respect to litigation risks; assist in building legislative records, including through written and oral testimony.
- Collaborate with Development staff to support fundraising efforts.
- Work with Communications staff and other teams to develop messaging and strategic communications plans.
- Monitor public policy debates and make strategic recommendations regarding situations in which CLC can most effectively engage.
- Assist in budget development, approve expenses, and track spending.
- Participate in media appearances, social media activities, and other communication efforts, including responding to press inquiries.
- Represent CLC at conferences and events.
- Some travel required.

**The Person:**

- At least ten years of post-JD experience, primarily or exclusively in federal litigation
- Experience managing litigation teams and supervising the work of litigation attorneys
- Exemplary writing, editing, and analytical skills
- Outstanding attention to detail
- Exceptional interpersonal communication skills with a proven ability to work effectively and collaboratively as part of a team
- Formal managerial experience, such as conducting performance evaluations and implementing organizational policies and procedures, is highly desirable
- Experience in areas of general corporate practice, such as contract negotiation, labor law, or tax law, is desirable, but not required
- Litigation experience in voting rights or other election law areas is desirable, but not required
- Active membership in the DC bar in good standing, or eligibility to waive into DC bar
- Commitment to the nonpartisan nature and overall mission of CLC

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To learn more about this opportunity, please contact:

**Debbie Tang**  
Partner, Bridge Partners  
[debbie.tang@bridgepartnersllc.com](mailto:debbie.tang@bridgepartnersllc.com)

**Tory Clarke**  
Partner, Bridge Partners  
[tory.clarke@bridgepartnersllc.com](mailto:tory.clarke@bridgepartnersllc.com)

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