

About the Organization

Short Summary

Lawyers Alliance for New York is the leading provider of business and transactional legal services for nonprofit organizations and social enterprises that are improving the quality of life in New York City neighborhoods.

Long Summary

Lawyers Alliance for New York was founded in 1969 as The Council of New York Law Associates by a small group of young lawyers who were driven by a spirit of political activism and a desire to give something back to their city. With the growing power of the nonprofit sector to create positive and enduring change, the Council developed new initiatives, and with this evolution, the Council changed its name to Lawyers Alliance for New York in 1991.

Since the late 1990s, Lawyers Alliance has implemented numerous program priorities and special initiatives that are tailored to the programmatic and legal needs of its dynamic and remarkable nonprofit clients. Lawyers Alliance established expanded services and visibility in the advocacy and national arenas, provided vital support to nonprofits affected by the Great Recession and Hurricane Sandy, and took a leading role in assisting nonprofits in complying with the Nonprofit Revitalization Act.

Each year, Lawyers Alliance staff, joined by 2,200 volunteer attorneys from a network of 150 law firms and corporations, assist hundreds of organizations. Lawyers Alliance's network of pro bono lawyers from law firms and corporations and staff of experienced attorneys collaborate to deliver expert legal counsel on corporate structure and governance, tax, real estate, employment, intellectual property, and other business and transactional law issues that are critical to nonprofits' operations. In addition, we present dozens of educational trainings and offer a series of publications, all designed to help nonprofit managers meet the legal challenges that they face when pursuing their missions.

By specializing in business and transactional legal services for nonprofits, Lawyers Alliance directly impacts the nonprofit sector and New York City communities. By connecting lawyers, nonprofits, and communities, Lawyers Alliance for New York helps organizations to provide housing, stimulate economic opportunity, improve urban health and education, promote community arts, and operate and advocate for vital programs that benefit low-income New Yorkers of all ages. Lawyers Alliance's services greatly enhance its clients' performance, which translates into stronger programs, finances, and operations.

Lawyers Alliance continues to reflect its founders' vision: that lawyers could and should be a vital force for change. Learn more on its [website](#).

About the Position

What You'll Do

Lawyers Alliance is looking for a dynamic, strategic, and hands-on Executive Director (ED) committed to driving social change by strengthening nonprofits. Reporting to an active and engaged Board of Directors, the ED will directly manage a team of four to five senior leaders and oversee a staff of 20.

The ED will serve as the organization's chief executive, lead fundraiser, and external advocate, as well as oversee the organization's direction and strategic growth. Additionally, the ED will be a champion for the Lawyers Alliance team and cultivate a collaborative and inclusive culture while also advancing the organization's operations.

This is an exciting opportunity for a mission-driven leader to have a deep impact on the people, nonprofits, and communities of New York City .

Key Responsibilities

Organizational Leadership

- In partnership with the board, serve as the senior-most strategic leader, setting the vision and strategic direction for Lawyers Alliance including through development of a Strategic Plan and Values Statement
- Coach, mentor, manage, and build a high-performing team, committed to the Lawyers Alliance work, where team members are held accountable for achieving ambitious goals, and provided with opportunities for growth and development
- In collaboration with the management team, develop and execute the organization's long-term strategy, identify challenges to be addressed and identify and pursue opportunities
- Manage all day-to-day operations (including legal, finance, fundraising, and communications) and staff, with ultimate accountability for the success of the organization
- Oversee the development and implementation of operational systems and processes that enable the team to work efficiently and effectively
- Ensure staff has clearly defined roles and goals and access to the information and resources necessary to achieve their goals
- Demonstrate a collaborative leadership model in partnership with the Management Team

External Leadership and Fundraising

- Serve as the external voice of the organization, raising the public's awareness of Lawyers Alliance's work and enhancing the organization's visibility, brand recognition, and credibility; acting as a thought leader to differentiate Lawyers Alliance from other peer organizations
- In partnership with the Development Director, Program and Strategy Director, Legal Director, and the Board, maintain and cultivate relationships with major donors (individuals, foundations, government agencies,

corporations, and law firms), building a broad base of support and a network of champions among existing and new supporters

- In partnership with the Senior Policy Counsel, develop and manage strategic relationships with key partners (community leaders, funding partners, legal advocates, policy makers, direct service providers, etc.) to deepen Lawyers Alliance's influence and impact

Board Engagement

- Act as primary liaison to the Board of Directors, engaging Board members in the current and future needs of the organization and participating as the primary staff member in key committees
- Cultivate a collaborative working partnership with the Board to increase engagement and to capitalize on their strengths and expertise
- Maintain a skilled, diverse, and committed Board by identifying, recruiting, and developing new Board members

Whom You'll Work With

You will report to **the Board of Directors**.

You will supervise the **Director of Operations, Director of Development, Legal Director, Program and Strategy Director, Senior Policy Counsel, Marketing Director, and the Executive & Development Assistant**

You will frequently collaborate with **staff that are highly engaged with clients and execution of services**.

Required Skills and Experience



The ideal candidate will possess the following qualifications:

- At least 10 years of serving in a senior leadership role (e.g. Executive Director level) at a social justice organization or a non-profit legal services organization; prior work in a legal setting a plus
- An authentic passion and commitment for Lawyers Alliance mission with an ability to serve as an exemplar for our values
- Strong appetite to lead fundraising efforts, ideally with a demonstrated track record of success leading fundraising in a nonprofit setting
- Outstanding organizational leadership skills, with an ability to articulate a clear and inspiring vision while managing, coaching, and developing a high-performing team and engaged board of directors
- Strong management experience with a demonstrated track record of implementing team-focused systems and processes that elevate performance and increase the team's connection to the organization and its mission
- Collaborative and empathetic approach to team leadership, and a demonstrated capacity to partner well with others and influence leaders
- Experience overseeing the financial management and financial strategy of an organization (i.e. developing budgets, creating financial reports, reporting financial health to the board)
- Strong public speaking and written communication skills, with the ability to serve as a strong external representative for the organization
- Given the nature of our work, a J.D. is strongly preferred.

Compensation

The annual salary range for this role starts at \$250,000 and is commensurate with experience.

Benefits

 <p>100% Employer paid health insurance with the option to opt into FSA and HRA benefits</p>	 <p>Optional vision & dental insurance plans through MetLife</p>	 <p>Generous paid time off including 20 vacation days, 12 sick days, 4 personal days, and at least 10 holidays per year</p>	 <p>Paid parental leave is available along with access to short-and-long-term disability benefits, and workers' compensation.</p>
 <p>403(b) retirement plan including an employer match contribution of 3% after 2 years and 5% after 5 years</p>	 <p>Optional pre-tax transit benefit program with employer contribution after three months</p>	 <p>\$50,000 Life insurance policy</p>	 <p>Short- and long-term disability insurance</p>

Additional Details

Location

Lawyers Alliance for New York is a hybrid work environment. Staff are expected to go into the office three times a week. The Executive Director and other senior leaders should be prepared to go into the office more frequently and as needed by the team / organization.

Equity at Lawyers Alliance

Lawyers Alliance for New York is committed to providing a diverse and inclusive environment and is an Equal Opportunity Employer.

Please Apply

Qualified individuals, please apply at: <https://www.on-ramps.com/jobs/3390>

Accessibility Language

On-Ramps is committed to the inclusion of all qualified individuals in the hiring process, including but not limited to those with disabilities. If you require reasonable accommodation(s) to participate in the application or interview process, please contact info@on-ramps.com.