



Team Member Position Description Senior Counsel

Alliance Defending Freedom is committed to excellence and good stewardship; therefore, it is vital that every Team Member at ADF helps support and advance our mission, purpose, and brand promise.

Our Mission - Why We Exist

ADF exists to keep the doors open for the Gospel by advocating for religious liberty, the sanctity of life, freedom of speech, marriage and family, and parental rights.

Our Purpose - What We Do

ADF is an alliance-building legal organization that advocates for:

- The right of people to freely live out their faith.
- The sanctity of human life from conception until natural death.
- The freedom of speech for all.
- The sanctity of marriage and the truth that God has created us male and female.
- The fundamental right of parents to direct the upbringing, care, and education of their children.

We accomplish this by employing a comprehensive worldwide strategy that includes advocating in courtrooms and the public square, training the lawyers of today and tomorrow, and funding allies and critical cases.

Our Brand Promise - The Commitment We Make

We are committed to transforming law and culture so true freedom can flourish.

Title: Senior Counsel	Version Date: 9/1/2019
Team: US Legal Division	Executive Team Leader: General Counsel
Team Leader: Sr. Counsel, Director of Center for Parental Rights	Location: Scottsdale, AZ or Lansdowne, VA
FLSA Status: Exempt Salary	Schedule: 40+ hours per week
Grade: L32	Position Code: ADF-LE0013-100

Summary Description:

With dependence on Jesus Christ (John 15:5), all team members are expected to:

- Be a follower of Christ
- Live in accordance with the ADF Statement of Faith, Guiding Principles, and Doctrinal Distinctives
- Engage in ministry prayer
- Serve together as “One Team”
- Attend ADF University, All Team Meeting, and other ADF training and team building

As Senior Counsel, you are a vital part of the ADF Team. This position will focus in particular on parental rights advocacy.

In this role, you are responsible for undertaking the most advanced and complex litigation handled by ADF, carrying the brunt of the day-to-day litigation, and training more junior attorneys to litigate within areas of particular interest to ADF. Supervise senior, midlevel, and junior attorneys in complex civil litigation with emphasis on Constitutional law and 42 U.S.C. § 1983 civil rights actions.

Your Essential Responsibilities:

In this position, you will:

- Litigate complex cases at appellate and trial levels
- Undertake immediate legal action in urgent circumstances
- Exercise initiative as a senior attorney to investigate potential cases
- Represent clients in court, especially in parental rights litigation, and before quasi-judicial or administrative agencies of government.
- Supervise individual attorneys and team attorneys who are litigating federal and state civil rights cases
- Review and edit substantive briefs
- Participate in moot courts for appellate and trial cases
- Train and mentor midlevel and junior attorneys in all phases of state and federal litigation.
- Maintain superior quality of all legal papers via review and editing; conduct advanced legal research on novel issues of law
- Interview clients and witnesses
- Prepare and file legal briefs
- Develop strategy, arguments, and testimony in preparation for presentation of case
- Provide legal advice regarding laws, rulings, and regulations for individuals and businesses
- Cooperate with Development team by accepting various opportunities to communicate ADF's legal operations to our ministry friends
- Network and develop relationships with allied attorneys, and/or potential allied attorneys

Other Responsibilities (Non-Essential):

- You will be asked to perform related duties or special projects as assigned.

Skills you need to succeed:

Demonstrated proficiency in:

- Excellent organizational skills
- Excellent analytical skills
- Strong attention to detail and proven project management skills
- Excellent verbal, written, and interpersonal communication skills
- Excellent problem solving skills

Ability to:

- Work, motivate, and initiate within a team
- Prioritize and achieve deadline goals
- Professionally handle confidential information

Education and/or experience:

- Strong computer skills including Microsoft Office, WordPerfect, and Westlaw software
- Bachelor's degree; J.D., licensed to practice law in relevant jurisdiction
- 10+ years of experience preferred

Work Environment:

The work environment characteristics described herein are representative of those you could encounter while performing the essential functions of your role at ADF. If you have a disability, reasonable accommodations may be made to enable you to perform the essential functions.

Physical Demands and Working Conditions

Indicate how often with the following:

C = Constantly (At least Daily) **F** = Frequently (At least Weekly) **O** = Occasionally (At least Monthly) **R** = Rarely (Annually)

Physical Demands:

Standing **O**
Walking **O**
Sitting **C**
Lifting **R**
Carrying **R**
Pushing **R**
Pulling **R**
Climbing **R**
Balancing **R**
Stooping **R**
Kneeling **R**
Reaching **R**
Handling **R**
Feeling **R**
Talking **C**
Rep. Motion **C**
Eye / Hand /
Foot Coordination **C**

Vision/Sight/Hearing:

Vision-Far Acuity **R**
Vision-Near Acuity **C**
Vision-Depth Perception **R**
Vision-Peripheral **R**
Color Vision **C**
Listening/Hearing **C**

Environmental Conditions:

Extreme Cold **R**
Extreme Heat **R**
Temp Changes **R**
Humid **R**
Noise **R**
Vibration **R**

Travel Requirements:

Local day trips **O**
Overnight **O**

Physical Strength:

Sedentary Work **C**
Light Work **R**
Medium Work **R**
Heavy Work **R**
Very Heavy Work **R**
Amount / pounds
lifted **20**

Team Member Acknowledgement:

I have received, read, and understood the above position description, and I agree to comply with this document.

Signature

Date

Printed Name