



ANNOUNCEMENT OF VACANCY

Staff Attorney (Coordinator of Legal Affairs)

The Professional Staff Congress, AFT Local 2334, is a progressive, activist union representing approximately 30,000 faculty and staff at the City University of New York and the CUNY Research Foundation. The Staff Attorney will handle disciplinary proceedings, arbitrations, and proceedings before the New York State Public Employment Relations Board, National Labor Relations Board, as well as in New York State and federal courts. The ideal candidate will be able to independently handle a caseload under the supervision of the Director of Legal Affairs.

Summary of Responsibilities:

- Represents instructional staff in disciplinary proceedings
- Represents the union at arbitration of contract grievances
- Represents the union in proceedings before relevant federal, state, and local courts and administrative agencies.
- Supports the Director of Legal Affairs in preparing advice to the Officers, Executive Director and union staff on issues related to contract enforcement, collective bargaining, organizing and other union legal affairs.
- Assists the Director of Legal Affairs in responding to inquiries from union chapter officers, grievance counselors and members regarding contract enforcement and disciplinary issues.
- Assists in conducting legal training and developing educational literature for grievance counselors, chapter chairs, and general membership regarding grievance processing, protest actions, and other contractual matters.

Qualifications:

- Admitted or pending admission to the New York State Bar

- Demonstrated commitment to progressive trade unionism and social justice
- Uncommonly strong written and spoken language skills; excellent organizational skills
- Demonstrated ability to exercise excellent judgment in handling confidential material and to work with and relate to others
- Experience conducting grievance arbitrations and administrative hearings
- J.D. from an accredited law school
- Excellent research, writing, and analytical skills
- Strong oral advocacy and communication skills.

Experience Requirements:

- 3-5 years' experience in labor law

Compensation:

Salary: \$82,000 - \$110,000 depending on experience, with excellent benefits, including family medical and dental coverage, a pension and generous paid time off.

If you are excited about this role and feel that you can contribute to the organization, but your experience does not exactly align with every qualification listed above, we encourage you to apply.

The PSC is committed to creating a diverse environment and strives to achieve equity for all as we work towards economic, racial, and social justice. We particularly encourage women, people of color, people with disabilities, LGBTQIA+ and working-class folks to apply.

Schedule: Primarily in person

Application deadline February 28, 2025

To Apply:

Send cover letter, resume and writing sample to:

Denise Poché-Jetter at dpjetter@pscmail.org