

The Human Trafficking Institute

Legal Fellow 2021-2022 (externally funded)

Job Description | October 2020

Institute's Mission

The Human Trafficking Institute exists to decimate human trafficking at its source by empowering police and prosecutors to stop traffickers. Working inside criminal justice systems, the Institute provides the embedded experts, world-class training, investigative resources, and evidence-based research necessary to free victims.

General Description

The Legal Fellow will perform research, writing, and programmatic support for the Institute's Legal Team. Projects will include conducting research as well as writing articles, op-eds, and other scholarship on complex issues impacting human trafficking law, tracking federal appellate decisions in human trafficking cases, building the Institute's Amicus Project, and supporting the development and publication of the 2021 Federal Human Trafficking Report. The Legal Fellow also may have the opportunity to travel abroad in support of capacity building efforts with Institute attorneys in Belize and Uganda or to perform assessments of prospective partner countries.

The Legal Fellow position requires a one-year, 40 hour per week commitment, beginning September 2021. In the event it becomes safe (pending COVID-19 developments), the Legal Fellow should be available to work out of the Institute's headquarters in Fairfax, Virginia. The Legal Fellow will report directly to the Associate Legal Counsel.

Responsibilities

- Research and write articles and memos on legal issues impacting human trafficking law in the United States as well as comparative law
- Maintain a database on recent federal appellate case law in the area of human trafficking
- Track *amicus curiae* opportunities and file briefs in federal circuit court cases dealing with human trafficking issues
- Build and maintain a database of judges and attorneys with active human trafficking cases
- Participate in detailed review process of completed data entries in Federal Human Trafficking database
- Support the Associate Legal Counsel in managing the Douglass Fellowship, including providing feedback on fellow assignments and logistical assistance
- Assist the Institute's Congressional advocacy through research and writing

Requirements

- Must be a recent law school graduate (JD or LLM) or seconding from a law firm

- Must be able to secure/propose external funding (e.g., Skadden Fellowship Foundation, Equal Justice Works, law school stipend)
- Barred or awaiting bar results, strongly preferred
- Demonstrated commitment to the field of human trafficking, access to justice, and international development
- Prior professional experience (including internships and externships)
- Strong legal research and writing ability
- Ability to efficiently and independently produce a professional work product
- Meticulous attention to detail
- Exceptional time management and organizational skills
- Proactive self-starter and innovative problem solver
- Team player with a sustained positive attitude
- Prior experience with WestLaw and, preferably, PACER
- Ability to work with sensitivity and discretion in cross-cultural contexts and on issues pertaining to trauma and trafficking survivors/victims
- Ability to travel occasionally (internationally and domestically)

To Apply

Applicants should submit a cover letter that identifies/proposes their funding source, resume, writing sample, and three references (at least one professional and one academic) to applications@traffickinginstitute.org with the subject line Legal Fellowship 2021, no later than January 10, 2021.

Applications will be considered on a rolling basis. Applicants are encouraged to apply early.