



## LEGAL RESEARCH FELLOWSHIP

**with the Delaware Riverkeeper Network, a nonprofit environmental organization**

*Date posted: 2/1/2023*

The Delaware Riverkeeper Network (DRN) is a 501(c)(3) non-profit environmental advocacy organization dedicated to protecting and defending the Delaware River Watershed and the communities that rely on it. DRN litigates in all four states of the Watershed— Pennsylvania, New York, New Jersey, and Delaware—at the state and federal levels. The Delaware Riverkeeper, Maya van Rossum, leads DRN.

DRN, based in Bristol, PA, is committed to creating an inclusive community of staff and volunteers that is representative of the Watershed we serve. In doing so, we are better able to champion the rights of our communities to a Delaware River and tributary streams that are free-flowing, clean, healthy, and abundant with a diversity of life. We know through experience that different ideas, perspectives, and backgrounds create a stronger voice for the River.

**DRN is seeking to hire a Legal Research Fellow to join DRN’s legal team for a term of two years.**

DRN works to protect the Delaware River watershed and ecosystems from threats such as shale gas extraction, pipeline and powerline construction, dredging, stormwater runoff, wetlands degradation, species take, and pollution. DRN’s legal team consists of two full-time litigation track attorneys. Legal fellows, summer interns, and a semester-based law clinic, as well as several volunteer attorneys. The full-time litigation track attorneys report to Ms. van Rossum, who is the Delaware Riverkeeper, leader of DRN, and also an attorney.

### Description

DRN seeks a Legal Research Fellow to provide support and assistance to the Delaware Riverkeeper and the litigation track attorneys, as directed. The Fellow will be a member of the legal team and advance significant work while building the skills necessary to be an effective environmental litigator.

### Reports to

Senior Litigation Attorney

### General Responsibilities

- Analyze, edit, and synthesize voluminous documents received from public records requests as well as from publications covering a variety of topics including: water quality threats; habitat and ecosystem threats; public health threats; illegal discharges; invasive species; and endangered and at-risk species to help inform the position and work of the DRN on advocacy issues and litigation
- Conduct library and internet research, drafting short summary reports
- Research and draft legal memos and supporting documents for the Delaware Riverkeeper and DRN’s litigation attorneys
- Help draft and organize legal filings for the court, including preparing copying, binding, collating, tabbing, etc. briefs, and providing final edit review of documents to be filed with the court
- Bluebooking citations

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- Check daily/weekly online sources for relevant issues
- Craft, submit and track public records requests to various state and federal agencies
- Help organize and advance collaboration with experts and other organizations involved in legal or advocacy work
- Other duties as assigned

#### Required Qualifications

- Law degree received
- Bar admission preferred
- A demonstrated interest in environmental law
- A background in environmental studies, political science, or environmental policy
- Excellent communication and writing skills
- Strong research and analytical skills
- Computer literacy, especially with MS Word, Excel, and Adobe
- Strong organizational skills and attention to detail
- Good time-management skills

#### Salary

\$55,000/yr.

#### Benefits

- Insurance: Medical, Dental, Vision, Life, Short & Long Term Disability
- 401(k) retirement plan
- Flexible Spending Accounts: Medical, Dependent Care
- Generous time-off policies
- Relaxed work atmosphere and dress code

#### Location

The position is located in DRN's main office in Bristol, Bucks County, PA. This position is generally office based. However, as a result of the COVID-19 pandemic, DRN staff are currently working remotely from their homes.

#### Application Procedure

Please send email with the required attachments to the attention of Maya van Rossum, the Delaware Riverkeeper, at [keeper@delawareriverkeeper.org](mailto:keeper@delawareriverkeeper.org). Email subject line should read, "Legal Research Fellowship Application."

The following documents should be included as PDF attachments: 1) Cover letter, 2) Resume, 3) Names and contact information for three references, 4) at least one legal writing sample, 5) Unofficial transcripts, and any other pertinent information.

No telephone calls.

#### Timeline

We will begin to review applications on June 5, 2023 and will make decisions in late July. Once the priority deadline of June 5 passes, we will continue considering applications until the position is filled. This Fellowship will have a start date in September 2023.

#### Essential Functions of Position and Working Conditions:

- Ability to communicate information and ideas so others will understand. Must be able to exchange accurate information in these situations.
- Work will be primarily indoors, in an office setting.

- Physical ability to perform the essential functions of the job, including some hands-on physical work.
- Required to remain in a stationary position and operate standard office equipment, such as a computer, phones, photocopiers, printers, and fax machines.

The employee must be able to perform the essential functions of the position satisfactorily and, if requested, reasonable accommodations will be made to enable employees with disabilities to perform the essential functions of their job, absent undue hardship. DRN retains the right to change or assign other duties to this position.

***DRN is an equal opportunity employer.***