

**General Counsel and Litigation Director  
Kansas Justice Institute/Kansas Policy Institute  
Overland Park or Wichita**

The Kansas Justice Institute is the new public-interest litigation center fighting for the constitutional rights of all Kansans in the courts of law and public opinion. KJI's work will focus on protecting property rights, the right to earn a living, free speech and association, school choice, students' right to an education, and criminal justice reform consistent with Kansas Policy Institute's larger effort to protect and promote liberty in Kansas. For too long, legal battles have been left to those willing to expand the scope of government further into civil society and the lives of individuals Kansans. KJI will engage in the legal work necessary to ensure that a robust civil society can serve the needs of all Kansans and that each Kansan is free to live and work as they see fit. KJI will also engage in appropriate, compelling advocacy efforts to achieve policy change in other corridors of power and with the broader public. This is a new role and part of a new organization. As such, an entrepreneurial spirit will be needed to get KJI off the ground and operating smoothly to protect the Constitutional rights of all Kansans.

**Responsibilities**

As general counsel the incumbent will be responsible for overseeing, identifying, and advising on legal issues for all Institute departments. This position also advises, in conjunction with a Legal Advisory Council, the Board of Directors, officers, and senior staff members on legal matters involving and affecting the organization. While as litigation director, they will head the litigation team/department and be responsible for developing, implementing, and supervising litigation in pursuit of the Institute's mission. Both of these roles require a level of strategic coordination with KPI as KJI sole member. This role should be prepared to engage in litigation directly and, where appropriate, oversee outside counsel.

**Duties for this role will include but are not limited to;**

- Negotiate, write, and execute agreements and contracts.
- Advise senior staff on contract status, legal risks, and business terms of various deals.
- Explain legal language.
- Draft terms and conditions in agreements.
- Ensure legal objectives are met.
- Research unique legal issues impacting the organization by identifying applicable statutes, judicial decisions, and codes.
- Keep abreast of legislative changes that may affect the organization and its affiliates.
- Represent the organization on legislative matters related to the organization's mission and publish related articles and commentaries.
- Perform pre-litigation work to minimize risks and maximize legal rights.
- Review advertising and marketing materials to ensure compliance with legal requirements.
- Provide training to organization and its affiliates on substantive legal topics like lobbying and compliance.

- Develop and maintain an active caseload of significant cases, chosen skillfully to advance the Institute's mission.
- Create and implement an ambitious yet effective litigation program designed to vindicate the liberties protected by the Constitution and to resolve other legal issues that affect the rights of American Citizens.
- Write scholarly papers, op-eds and other communications on topics of importance and become established as a leading spokesperson on constitutional issues.
- Act as an effective advocate for the Institute and the litigation agenda in the court of public opinion.

### **Qualifications**

Qualified candidates will have the following attributes:

- 3+ years of legal and/or policy advocacy experience
- Highest level of personal integrity
- Ability to function in a fast-paced legal/legislative environment
- Juris Doctor degree and be a member of the Kansas Bar in good standing OR the capacity to be admitted to the Kansas Bar quickly upon hiring (i.e., reciprocity)
- Strong legal, policy, and scholarly writing oral advocacy skills
- Ability to work effectively as both a supervisor and member of the litigation team and the Institute staff team overall
- Ability to manage multiple projects and tasks at the same time
- Strong communication skills with demonstrated ability to explain complex issues in easily understood terms through longer research publications, short written pieces, and through print and broadcast media (this will be particularly important in discussing legal matters with non-attorney stakeholders)
- Demonstrated commitment to the ideals of limited government, economic freedom, and personal liberty
- Solid working knowledge of policy and legal landscape and key officials in Kansas preferred
- Demonstrated record of success as a creative and effective litigator preferred

### **Location**

The Director will be based in KPI's Overland Park (Kansas City Metro) or Wichita offices. A virtual office within the state of Kansas is possible for the right candidate. The position will operate Kansas Justice Institute and report to the leadership of KJI's sole member, Kansas Policy Institute (i.e., KPI President and Vice President). Salary commensurate with experience.

### **Special Note**

Kansas Justice Institute is a recently launched non-profit litigation center. It is a single-member LLC, the member of which is Kansas Policy Institute, Kansas' only limited government think tank.

### **To Apply:**

Qualified candidates should submit the following application materials in one PDF document:

- Résumé
- A cover letter detailing:
  - your philosophical interest in the Kansas Justice Institute and belief in the importance/understanding of public-interest litigation,
  - your salary requirements, and
  - your preferred location within Kansas
- One of the following;
  - A writing sample of 500-1000 words aimed at a mass audience that argues for/against a public policy issue of legal importance (i.e., op-ed, press release, blog post)
  - A legal brief, law review article, or related publication discussing an issue of public interest from a classically liberal perspective

Applications should be submitted to Talent Market via this link:  
[talentmarket.org/apply-for-your-dream-job/](https://talentmarket.org/apply-for-your-dream-job/)

Questions can be directed to Claire Kittle Dixon, Executive Director of Talent Market, who is assisting with the search: [claire@talentmarket.org](mailto:claire@talentmarket.org).

While we thank all applicants in advance for their interest in this position, we are only able to contact those to whom we can offer an interview. Only direct applications will be considered. No phone calls, please.

*Talent Market is a nonprofit entity dedicated to promoting liberty by helping free-market nonprofits identify talent for critical roles. We provide free consulting and recruiting services to free-market think tanks, policy organizations, research centers, and capacity-building institutions dedicated to advancing the principles of limited government and free enterprise.*

**About Kansas Policy Institute ([www.kansaspolicy.org](http://www.kansaspolicy.org))**

KPI is a non-profit education and research organization. KPI was founded in 1996 and maintains offices in Wichita and Overland Park. We engage citizens and policy-makers with research and information to enact public policy solutions that protect the constitutional right to freedom of all Kansans, give them greater access to better educational opportunities, and allow them to keep more of what they earn. Protecting and promoting freedom will improve everyone's quality of life, make Kansas more competitive with other states, and attract new citizens and businesses.