

## Position Vacancy Announcement

### 2023 Open Horizon Criminal Justice Fellowship

The Council for Court Excellence (CCE) is now accepting applications for the **2023 Open Horizon Criminal Justice Fellowship**. Funded in part by a generous donation from the Open Horizon Foundation, the fellowship offers a 2023 D.C. law school graduate the opportunity to work for one year with CCE on local criminal justice focused research, policy advocacy, and educational initiatives in Washington, DC.

CCE is a nonprofit, nonpartisan civic organization that works to enhance the justice system in the District of Columbia to serve the public equitably. CCE identifies and proposes solutions by collaborating with diverse stakeholders to conduct research, advance policy, educate the public, and increase civic engagement. CCE does work related to the adult criminal legal system, the youth justice system, as well as the civil courts. CCE also creates tools and opportunities to educate D.C. residents on aspects of the justice system that impact their lives and build support for systems change.

Open Horizon is a foundation dedicated to leveling the playing field. Through policy advocacy, educational opportunities, and support for programs that open possibilities to those who would not otherwise have them, Open Horizon seeks to improve lives, expand learning, and develop leadership skills. Their vision is of a world where open horizons are available to all, where access to education and economic opportunity are within reach.

#### **Fellow Duties:**

The Fellow will work closely with CCE staff, Board directors, directly-affected members of the community, coalition partners, and other justice system stakeholders to develop policy solutions that will improve the fairness and function of D.C.'s criminal legal system, with a focus on the reforms recommended by the [District Task Force on Jails & Justice](#). They will build strategic leadership skills and experience through project design and management, legal and policy research, data analysis, publication drafting, policy platform building, and policy reform advocacy.

Key responsibilities include drafting and editing content for a variety of audiences (e.g. policy reports, community guides, advocacy talking points, op-eds, newsletters); liaising with D.C. criminal justice organizations, media, D.C. Council and mayoral staff; developing and executing reform campaign strategies; researching and analyzing best practices, novel data, and law to inform advocacy efforts; attending hearings, briefings, and other events; tracking and analyzing legislation, proposed regulations, and other agency decision-making.

#### **Qualifications:**

**The fellowship is open to JD students graduating from a D.C. law school in 2023.** We will prioritize applicants from historically underrepresented groups, including BIPOC candidates and individuals with lived justice-system experiences, and from D.C. natives.

Any successful candidate will need to be a quick learner, highly organized, a clear communicator, a strong facilitator (including virtually), and experienced with coordinating groups towards a common goal. They also must be an excellent writer (of both long-form policy reports and rapid-response communications). They are a self-starter who is comfortable juggling multiple projects in a fast-paced environment and have a good sense of humor.

In addition to these requirements, the ideal candidate is an emerging leader who has bold and ambitious ideas for reforming and transforming the justice system and the patience to build consensus to implement those ideas. The ideal candidate also has experience in D.C.'s local courts or justice system.

**Salary:**

\$60,000 annually, plus benefits including employer-paid health insurance, 403(b) elective contributions (after six months), generous annual and sick leave, and flexible scheduling. The fellow may be eligible for their school's loan repayment assistance program.

**To Apply:**

In a single PDF, please send a resume, writing sample (no more than 5 pages, an excerpt is fine), transcript, and cover letter detailing your interest in the Open Horizon Criminal Justice Fellowship to [office@courtexcellence.org](mailto:office@courtexcellence.org) with the subject: Fellowship Application.

Applications are due on **February 15, 2023**. As a small organization, we are only able to respond to applicants that have been selected for interviews.

*CCE is an equal opportunity/affirmative action employer. All qualified applicants will be considered for employment without unlawful discrimination based on race, color, creed, national origin, sex, gender identity or expression, age, disability, marital status, sexual orientation, military status, prior record of arrest or conviction, citizenship status, or current employment status.*