

T E N E N B A U M
L A W G R O U P P L L C

Counsel – Nonprofit Law

Tenenbaum Law Group PLLC – a six-attorney, nationally-recognized, boutique law firm based in downtown Washington, DC founded in January 2020 – is seeking a Counsel attorney to join our rapidly growing practice and to focus on the representation of charities and other 501(c)(3) entities. The firm represents hundreds of primarily national and international nonprofits located across the United States and globally, primarily as outside general counsel. The ideal candidate will be a dynamic attorney who is resourceful, is experienced with 501(c)(3) organizations, enjoys daily client interaction, is good at juggling multiple tasks, and desires to be part of a thriving, collegial, and supportive team.

Candidates should be driven and self-motivated, have strong attention to detail, be eager to learn and grow from accomplished practitioners in the field, and be looking to develop practical solutions to our clients' complex legal matters. If you are looking for a new challenge with a diverse, interesting array of nonprofit clients and daily client interaction, we would love to hear from you.

This attorney's practice will focus on the following issues related to 501(c)(3) organizations (including charities, foundations, international NGOs, conservation groups, think tanks, arts and cultural organizations, and others): federal tax exemption; nonprofit corporate law; corporate governance, including Bylaws, fiduciary duties, and policies; copyright and trademark licensing; regulation of lobbying and political activity; relationships among affiliated organizations, including internationally; fiscal sponsorships; fundraising regulation and cause marketing, including commercial co-ventures; charitable gift restrictions and agreements, including endowments; grant agreements and grantmaking, including internationally; and "friends of" organizations, among other areas of law.

Daily responsibilities include, but are not limited to:

- Directly interface with managers, executives, and Boards of Directors of nonprofit organizations to interpret laws and provide legal advice and counsel.
- Review, revise, draft, and help negotiate contracts.
- Review, interpret, draft, and revise Bylaws, policies, and other governing documents.
- Guide clients through the creation of new nonprofit, tax-exempt organizations.
- Research, interpret, and prepare both written and oral opinions on a variety of legal issues.
- Provide guidance and training to client staff and Boards of Directors.
- Craft and guide legal strategy in response to legal risks and provide legal advice in a broader context as needed.
- Review 501(c)(3)-related work of and mentor associates at the firm.

Qualified candidates will possess the following:

- A J.D. degree with at least seven years of relevant nonprofit legal experience as a practicing attorney, with a focus on the representation of 501(c)(3) organizations.
- Membership in the DC Bar or eligible to be admitted to the DC Bar.
- Ability to develop and deliver presentations, legal opinions, and general client advice and communications in an effective and professional manner.
- Demonstrated ability to successfully manage multiple clients and projects simultaneously in a fast-paced environment.
- Ability to provide competent, practical legal advice and counsel to clients on a wide range of legal issues affecting nonprofit organizations.
- Strong legal analytical and oral and written communication skills.
- Excellent attention to detail.
- Willingness to learn new areas of nonprofit law from the firm's attorneys and elsewhere.
- Knowledge of the range of applicable laws and regulations which impact nonprofit organizations, including but not limited to nonprofit corporate laws and federal tax laws and IRS rules governing tax-exempt organizations.
- Interest in staying on top of current and developing legal issues and trends in the nonprofit sector.
- Ability to foster a cooperative work environment and be part of a dynamic, supportive, collaborative team.
- Ability to develop and implement creative, workable legal strategies and solutions.

Job Type and Location: Full-time. This is a remote position, but with the ability to work from our downtown Washington, DC offices whenever desired. DC, VA, or MD preferred.

Compensation commensurate with experience and billable hours. 1,200 per year billable hour expectation, with bonus potential based on hours above and beyond expectation and/or business development.

Benefits: Health, Dental, and Vision Insurance; 401(k) plan with employer 4% match.

Tenenbaum Law Group PLLC Website: www.TenenbaumLegal.com

Tenenbaum Law Group PLLC Diversity, Equity, and Inclusion Statement: [Diversity, Equity, and Inclusion - Tenenbaum Law Group PLLC \(tenenbaumlegal.com\)](http://www.tenenbaumlegal.com)

LinkedIn Job Posting: <https://www.linkedin.com/jobs/view/4158621794>

Applications are being accepted via [LinkedIn](https://www.linkedin.com) or please send a cover letter and resume to info@TenenbaumLegal.com