
**Job Description
Governance and Campaign Counsel**

Classification: Full-time, Exempt

Reports to: Chief Legal Counsel

Job Description

The **Governance and Campaign Counsel** is responsible for providing and coordinating key legal representation and advocacy for California Planned Parenthood Education Fund, Inc. (CPPEF) and Planned Parenthood Affiliates of California (PPAC), primarily related to advocacy efforts and organizational structure of the two entities. CPPEF and PPAC are governed by representatives from seven California affiliates, who collectively operate 115 health centers and provide almost 1.6 million patient visits each year. The in-house attorney will provide legal analyses, guidelines and opinions, draft policies and procedures, interface with various State agencies and the Legislature and work to infuse Planned Parenthood's values into relevant campaigns, legislation, regulations, government policies and administrative actions. Duties include assisting Affiliates in complying with federal and state legal requirements, providing legal counsel and training on issues related to corporate governance, nonprofit legal compliance, and political reform act compliance, and acting as in-house attorney for PPAC's electoral work.

Essential Job Functions

- Works with other lawyers and non-lawyer staff on matters related to C3 and C4 advocacy, electoral work, corporate governance, and compliance.
- Represent PPAC and CPPEF at key stake holder meetings; assist affiliates with interpreting and complying with state and federal regulations; researching and recommending key policy positions on legislation or regulation impacting Planned Parenthood.
- Assists in drafting model policies and procedures for affiliate public affairs staff
- Prepares legal presentations and trainings for affiliate staff.
- Answers questions from, and provides general legal direction to, PPAC and affiliate leadership.
- Meets with other groups or associations interested in assigned issues, forming coalitions as appropriate.

Skills and Abilities Required

- Admission to California Bar
- Minimum of 5 years experience in areas of corporate governance, political reform act and electoral campaigns, corporate structure, nonprofit and tax law.
- Excellent written and verbal communication, organizational, and interpersonal skills.
- Ability to effectively manage multiple priorities at one time, often in the face of fast turn-around deadlines.
- Resourceful and creative.
- Familiarity with community clinic environment, health care law and reproductive justice issues.
- Team player, yet self-motivated and willing to work independently and take initiative.
- Willing to occasionally work evenings, weekends and travel in California.

Organization Background

Planned Parenthood Affiliates of California (PPAC) (a 501 (C) (4) organization) follows state and federal legislation in a number of public policy arenas. It leads the policy, legislative, regulatory, communication and electoral work for the California Affiliates and coordinates social media campaigns. The California Planned Parenthood Education Fund (CPPEF) (a 501 (C) (3) organization) promotes education, counseling, and clinical services in the fields of reproductive health care and family planning, and more recently, primary care. We handle administrative, legislative, and regulatory actions, including statewide and local initiatives, as well as, on occasion, litigation. We coordinate a number of cross-affiliate projects and regularly convene meetings and trainings for the California Affiliates on a host of issues. These Affiliates operate 115 health centers and handle more than 1.6 million patient visits, annually. Roughly 87 percent of the patients they serve are low-income; their health care is reimbursed through public programs including Family PACT and Medi-Cal.

Our mission is to create a personally and politically safe climate in which individuals have universal and unfettered access to sexual and reproductive health care and can make their own decisions about these services.

PPAC's vision and leadership has spurred lawmakers to enact legislation that makes California a national leader in the funding of family planning and other reproductive health care services. PPAC played a key role in augmenting state funding for family planning and has played a leading role in the fight against anti-choice legislation for over 40 years.

Values

For more than 40 years, PPAC/CPPEF has been on the forefront of successful efforts to protect the reproductive freedom of all Californians. We believe that by honoring certain core values in our everyday work, we will be better able to promote sound public policies relating to reproductive health care, family planning services, comprehensive sexuality education, and clinic services, and ensure access to all. By working together effectively we are able to serve our affiliates and achieve our common goals. Our values are: personal responsibility, leadership, communication (effective problem solving, conflict resolution), teamwork, excellence, innovation, ethics, integrity, and honesty.

Compensation

Competitive salary based on experience. We have a generous benefits package. Employees are eligible for medical, vision, and dental benefits and are eligible to participate in our 401(k) and Flexible Spending Account benefits on the first of the month following date of employment.

How to Apply:

Email cover letter and resume to Maggy.Krell@ppacca.org.

Additional Information

As part of the Legal Counsel's position as counsel for PPAC and CPPEF, the Counsel may assist or provide legal services to Affiliates in their efforts to comply with federal and state legal requirements or otherwise.