

**NATIONAL POLICE ACCOUNTABILITY PROJECT  
SEEKS NEW EXECUTIVE DIRECTOR  
499 7<sup>th</sup> Avenue, 12N  
New York, NY 10018**

The National Police Accountability Project (NPAP) is accepting applications for the position of Executive Director. NPAP is a non-profit organization whose members hold law enforcement and corrections officers accountable to constitutional and professional standards, through coordinated legal action, public education, and support for grassroots and victims' organizations. We have over five hundred dues-paying members nationwide. Membership is open to lawyers, legal workers, and law students who represent victims of police and correctional misconduct. NPAP is a project of the National Lawyers Guild (NLG). The position is currently open.

NPAP maintains an active list serve for the exchange of information among its members regarding applicable law, expert witnesses, trends in police and correctional practices, and related matters. We offer several Continuing Legal Education (CLE) programs annually, roundtable discussions on cutting issues via the Internet, and file amicus briefs in selected circuit and Supreme Court cases. We make resources available to our members and the public through our website: <http://www.nlg-npap.org>.

The Position

The Executive Director is the executive manager of NPAP and organizes NPAP's day-to-day operations. Working closely with the Board, the Executive Committee, and the Board President, the Director is responsible for helping to develop strategy and for executing the overall strategic direction of NPAP, managing staff, managing finances, proposing and helping to develop programs and membership benefits, and executing NPAP's mission. The position provides an opportunity to work with some of the very best civil rights lawyers in the country on cutting edge issues regarding police and correctional practices.

The position of Executive Director requires the following skills, among others:

- Organizational management.
- Event management, including CLE programs.
- Management of non-profit finances, including drafting annual budgets.
- List serve management.
- Development and fundraising, including grant procurement.
- Efficiency.
- Effective communications with Board, Executive Committee and membership.
- Ability to engage in outreach with allied organizations.
- Ability to work well with media.
- Strong oral and written communications.

- Interpersonal skills.
- Supervision of staff.
- Fluency in Quick Books, Microsoft Office, and other computer programs.
- Knowledge of and interest in police practices.

### Compensation

The salary will be based on the experience of the applicant, and will be comparable to the salaries and benefits of Executive Directors of similar non-profit organizations in the same geographical area.

### Application Procedure

Please send your resume, with a cover letter and the names and contact information for three references, by email to [bre@haddadsherwin.com](mailto:bre@haddadsherwin.com). Please refrain from emailing questions about the position to Bre, as she is only collecting resumes for the hiring committee.

NPAP is an equal opportunity employer and strongly encourages applications from all qualified individuals including women, people of color, persons with disabilities, former prisoners, and lesbian, gay, bisexual, and transgender individuals.

The position will remain open until filled.