

# RJ Fellow Application

2021-22

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when  
how

**If/When/How seeks applications from current 3Ls and recent law school graduates to work for one year as a Reproductive Justice Federal, State, or HIV Fellow at selected placement organizations across the country.**

## SPONSORING ORGANIZATION

**If/When/How: Lawyering for Reproductive Justice** transforms the law and policy landscape through advocacy, support, and organizing so all people have the power to determine if, when, and how to define, create, and sustain families with dignity and to actualize sexual and reproductive wellbeing on their own terms. Find out more at [www.ifwhenhow.org](http://www.ifwhenhow.org).

## REPRODUCTIVE JUSTICE FELLOWSHIP PROGRAM

The Reproductive Justice Fellowship Program (RJFP) is a policy-focused fellowship designed to create entry points into the reproductive health, rights, and justice fields and to enhance legal and advocacy capacity at organizations working to advance reproductive justice for all people. Reproductive Justice (RJ) Fellows gain hands-on policy advocacy experience and work on cutting edge reproductive health, rights, justice issues, particularly as they affect people of color and other marginalized communities. Placement organizations benefit because Fellows bring legal knowhow and an intersectional approach to legal and policy advocacy.

RJ Fellows are paid a stipend and placed with organizations across the country for a year-long program that includes mentoring, professional development, skills-based training, and networking opportunities. Since its inception in 2010, the RJFP has launched the careers of over eighty new lawyers at a score of allied organizations through Federal, State, and HIV Fellowships. If/When/How is proud to partner with the **Women and the Law Program at American University Washington College of Law**, which provides the academic home for the RJFP. For more information about past RJ Fellows and placement organizations, please visit: <http://www.ifwhenhow.org/about/fellowship-program/>.

## ENVIRONMENT

Each RJ Fellow will receive a **\$57,000 stipend** and additional benefits, and will be placed at a selected placement organization from **September 2021 through August 2022**. As a law school graduate with an understanding of the reproductive justice framework, the RJ Fellow will assist in research, interpretation, and application of law to aid the placement organization's advocacy, publication, and policy pursuits. Thus, the RJ Fellow will play an integral role in helping to influence public opinion, shape laws, and advance policy, aiming to ensure the future of reproductive justice for all people – irrespective of ability, age, race, ethnicity, gender identity or expression, income, nationality, religion, or sexual orientation. In addition, the RJFP provides rich opportunities for professional development, training, and networking in a supportive atmosphere. The RJ Fellows will be mentored by the If/When/How staff and a local attorney and will participate in monthly workshops and attend conferences and other events with their cohort.

## RESPONSIBILITIES

### **RJ FEDERAL FELLOW: Based in Washington, D.C. (potentially remote)**

The RJ Federal Fellow's work will further the placement organization's reproductive justice agenda, which may include issues such as access to health care and family planning services; restoring public funding for abortion; ensuring comprehensive sex education; supporting pregnant and parenting persons; and working at the intersection of reproductive rights and other critical social justice issues such as immigration and LGBTQ liberation. The RJ Federal Fellow may be responsible for conducting legal and policy analysis; educating policymakers, allies, and constituents; participating in advocacy efforts; and presenting at conferences or trainings. The RJ Federal Fellow may also serve a key role in working for reproductive health policy change that supports marginalized communities by representing the placement organization in coalitions, in meeting with Congress members and staff, and in strategic collaborations to advance legislative priorities.

### **QUALIFICATIONS FOR RJ FEDERAL FELLOW:**

- J.D. required by May 2021 (bar admission anywhere in U.S. by fall 2021 preferred, not required);
- Knowledge of U.S. reproductive rights law and the reproductive justice framework;
- Experience working with diverse communities, particularly communities of color;
- Demonstrated commitment to social justice and racial equity;
- Superior written and oral communication skills;
- Comfort and familiarity with small non-profit environment, ability to use limited resources efficiently and effectively;
- Relevant volunteer, work, and life experiences before, during, or after law school; and
- Commitment to spending 12 months (September 2021 through August 2022) in Washington, D.C., and to participating in all program activities. Note: remote placements may be possible, depending on COVID-19 conditions.

### **RJ STATE FELLOW: Based in U.S. South (potentially remote)**

The RJ State Fellow's work will further the placement organization's reproductive justice agenda, which may include advancing reproductive justice for people of color, LGBTQ, and immigrant communities; expanding access to high-quality healthcare inclusive of the full range of sexual and reproductive health services for low-income people; securing comprehensive, culturally competent, and non-stigmatizing sex education; and working at the intersection of reproductive health, rights, justice, and other critical social justice issues including voting rights, economic justice, criminal justice reform, and gender-based violence. The RJ State Fellow may be responsible for conducting legal and policy research and analysis; educating policymakers, allies, and constituents; participating in advocacy and organizing efforts; and presenting at conferences or trainings. The RJ State Fellow may also serve a key role in working for policy change that supports marginalized communities by representing the placement organizations in coalitions; meetings with local, state, and regional officials; and strategic collaborations to advance legislative priorities.

**QUALIFICATIONS FOR RJ STATE FELLOW:**

- J.D. required by May 2021 (bar admission anywhere in U.S. by fall 2021 preferred, not required);
- Knowledge of U.S. reproductive rights law and the reproductive justice framework;
- Knowledge of/experience with critical issues affecting southern U.S. states or the region;
- Experience working with diverse communities, particularly communities of color;
- Demonstrated commitment to social justice and racial equity;
- Superior written and oral communication skills;
- Comfort and familiarity with small nonprofit environment, ability to use limited resources efficiently and effectively;
- Relevant volunteer, work, and life experiences before, during, or after law school; and
- Commitment to spending 12 months (September 2021 through August 2022) in the U.S. Southeast (placement cities may include Atlanta, GA, Nashville or Memphis, TN), and to participating in all program activities. Note: remote placements may be possible, depending on COVID-19 conditions.

**RJ-HIV FELLOW: Based in Atlanta, GA and Oakland, CA (potentially remote)**

The RJ HIV Fellow's work will further the placement organization's HIV and reproductive justice agenda, which may include raising awareness about and promoting sexual rights and reproductive justice for people living with and affected by HIV; training people living with HIV in advocacy; ensuring access to high-quality healthcare inclusive of the full range of sexual and reproductive health services for people living with HIV; ensuring comprehensive, culturally competent, and non-stigmatizing sex education and HIV prevention; and working at the intersection of sexual and reproductive rights, HIV, and other critical social justice issues such as economic justice. The RJ-HIV Fellow may be responsible for conducting legal and policy research and analysis; educating constituents and allies; participating in advocacy efforts; and presenting at conferences or trainings. The RJ- HIV Fellow may also serve a key role in working for policy change that supports communities impacted by HIV by representing the placement organization in coalitions and engaging in strategic collaborations to advance legislative priorities.

**QUALIFICATIONS FOR RJ-HIV FELLOW:**

- J.D. required by May 2021 (bar admission anywhere in U.S. by fall 2021 preferred, not required);
- Knowledge of U.S. reproductive rights law and the reproductive justice framework;
- Knowledge of/experience with HIV, public health, and/or LGBTQ issues;
- Experience working with diverse communities, particularly communities of color;
- Demonstrated commitment to social justice and racial equity;
- Superior written and oral communication skills;
- Comfort and familiarity with small nonprofit environment, ability to use limited resources efficiently and effectively;
- Relevant volunteer, work, and life experiences before, during, or after law school; and
- Commitment to spending 12 months (September 2021 through August 2022) in Atlanta, GA or Oakland, CA, and to participating in all program activities. Note: remote placements may be possible, depending on COVID-19 conditions.

## COMPENSATION

Each RJ Fellow will receive a stipend of **\$57,000** from If/When/How, paid out as salary from the placement organization, and a benefits package including health insurance coverage and paid time off, to be determined and distributed by the placement organization. Fellows also receive additional benefits, such as professional development funds, from If/When/How.

## APPLICATION

Applicants must meet the necessary qualifications and must currently be in their final year of law school or a recent law school graduate (post-2015). Applicants can apply to more than one fellowship placement. Only one application form is required to apply to all three fellowship programs; applicants must submit supplemental information for each of the RJ Federal, State, and HIV Fellowships. Supplemental questions will appear on the RJFP Online Application form corresponding to each fellowship for which an applicant would like to be considered.

**All RJFP applications must be submitted completely online:** <https://www.ifwhenhow.org/rjfp-application/>

*If/When/How is an equal opportunity employer and is committed to a diverse, multicultural work environment. People of color, people with disabilities, and those who identify as LGBTQ are strongly encouraged to apply.*

Please have all of the necessary documents (in PDF format) ready to upload at the time you fill out the online form – You will be able to save the form and go back to it later.

- Online Application Form (contact and personal information) – fill out online
- Personal Statement (PDF)
- Résumé (PDF)
- Writing Sample (PDF)
- List of Two (2) Recommenders who are writing your letters (PDF)
- Two (2) Letters of Recommendation (PDF) (or may be emailed to [RJFP@ifwhenhow.org](mailto:RJFP@ifwhenhow.org) separately by recommender)
- Optional: Law School Transcript (official or unofficial) (PDF)

## DEADLINE: NOVEMBER 9, 2020

All application materials must be uploaded and received by If/When/How by **5:00pm Pacific Time on Monday, November 9, 2020**. Early applications are strongly encouraged. Late applications will not be considered.

**Questions by email only:** [RJFP@ifwhenhow.org](mailto:RJFP@ifwhenhow.org). Due to the high volume of applications we receive, we may not be able to notify applicants who are not awarded a Fellowship position.

## INSTRUCTIONS FOR PREPARING APPLICATION MATERIALS

Fill out the Online Application form, available here: <https://www.ifwhenhow.org/rjfp-application/>

**Personal statement (PDF):** please write a letter of interest (5-page limit) explaining why you would like to be selected as a RJ Fellow and how your personal career goals, as well as the reproductive justice movement, would be advanced through your participation in the RJFP. Please include any information about your background, identity, and/or lived experiences, as well as your future plans, that you consider relevant to your ability to be an effective reproductive justice advocate. This should be more in depth than a cover letter.

Please include information that may assist If/When/How in determining potential placement organizations for you in the event that you are selected as an RJ Federal, State, or HIV Fellow, such as your interest in focusing on a particular issue(s) (e.g., reproductive health care access for young people) or connection to a particular community (e.g., Latinx) or geographic area. Preferences will be taken into account, but expressing an interest in specific issues or location will not guarantee placement at a particular organization.

**Résumé (PDF):** please provide your current résumé indicating your employment history; your education (including participation in any extracurricular activities, clinics, law journals, etc.); any published materials or other significant original research papers; any special honors, awards, scholarships, or fellowships; clerkships; volunteer experiences; and memberships in organizations or community activities in which you have been involved, including leadership roles. Include any other trainings or skills relating to reproductive justice (e.g. blog writing, doula training).

**Writing sample (PDF):** please provide a brief (10-page limit) sample of published or unpublished academic work or article, rather than legal memorandum or brief, concerning subject matter relevant to reproductive justice (for example, reproductive rights and justice, civil rights and liberties, Constitutional law, family law, health care policy, etc.). If you do not have an appropriate, existing writing sample, please write a brief (10-page limit) essay analyzing a current reproductive justice issue and how legal advocates can impact relevant law and policy.

**List of two (2) recommenders who will be writing your letters (PDF):** please provide each recommender's contact information (name, address, telephone number, email) and explanation of recommender's relationship to you.

**Two (2) letters of recommendation (PDF):** letters of recommendation may be uploaded to the online form or recommenders may email letters directly to [RJFP@ifwhenhow.org](mailto:RJFP@ifwhenhow.org). Please note: recommenders may be contacted by If/When/How to provide additional information.

**Optional law school transcript (PDF):** you may upload a copy of your law school transcript (official or unofficial). Submitting a transcript submission is not required.

**DEADLINE: NOVEMBER 9, 2020**