



Director
Law Firm Pro Bono Project
Washington, DC



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Unparalleled Depth of Knowledge

Founded in 1996, Pro Bono Institute (PBI) explores and identifies new approaches to, and resources for, the provision of legal services to the poor, disadvantaged, and other individuals or groups unable to secure legal assistance to address critical problems. PBI supports, enhances, and transforms the pro bono efforts of major law firms, in-house legal departments, and public interest organizations in the U.S. and around the world. Rather than providing direct legal services, PBI is a catalyst, administering projects that support, guide, and inspire legal institutions to enhance access to justice.

PBI's key projects:

The **Law Firm Pro Bono Project** provides a wide range of services to larger law firms (firms with at least 50 lawyers), including administering the Law Firm Pro Bono Challenge® Initiative; webinars and regional meetings; empirical research, surveys, and publications; a clearinghouse of materials and information; and confidential, individualized consulting services.

Corporate Pro Bono offers support to in-house lawyers and legal departments, including administering the Corporate Pro Bono Challenge® Initiative, and provides confidential consulting services, online resources, training, surveys, research materials, and onsite pro bono clinics.

Through the **Global Pro Bono Project**, PBI strengthens pro bono culture, policy and practice in the legal profession around the world. In partnership with local and global leaders, PBI develops resources and promotes pro bono service through research and consultative services.

PBI's **Collaborative Justice Project™** is an innovative initiative that brings together representatives from different sectors to develop a measurable plan to reduce critical societal problems. Launched in Minnesota, the Project deploys more than 25 organizations to reduce recidivism and dramatically improve the experiences and outcomes of formerly incarcerated men and women.

PBI's **Annual Conference** is the legal community's premier pro bono event, attracting more than 300 participants from law firms, legal departments, and public interest organizations from around the world. Sessions cover a wide variety of topics, including new challenges as well as recurring areas of interest for pro bono leaders, trends and innovations, and cutting-edge developments in the fast-changing world of pro bono.

Eve Runyon, Esq., President & CEO



Eve Runyon is the president & CEO of Pro Bono Institute. Runyon first joined PBI in 2005 to lead Corporate Pro Bono (CPBO), PBI's project to enhance in-house pro bono. Under Runyon's leadership, CPBO designed and implemented innovative initiatives to expand the commitment to pro bono across in-house law departments. As President, Runyon travels around the globe discussing strategies for initiating and sustaining pro bono and improving access to justice.

Law Firm Pro Bono Project

The Law Firm Pro Bono Project is a global effort designed to support and enhance the pro bono culture and performance of major law firms in the United States and around the world. The Project's goal is to **fully integrate pro bono into the practice, philosophy, and culture of firms** so that law firms provide the institutional support, infrastructure, and encouragement essential to fostering a climate supportive of pro bono service and promoting partner and associate participation.

The **Law Firm Pro Bono Challenge®** statement is one of the Project's seminal initiatives. The Challenge serves as a unique, aspirational pro bono standard. Developed by law firm leaders and corporate general counsel in 1995, it articulates a voluntary, single standard for major law firms. Challenge signatories publicly acknowledge their institutional, firm-wide commitment to provide pro bono legal services to low-income individuals and nonprofit groups that serve them. The Challenge includes a narrow, but thoughtful definition of pro bono that has become the industry standard for large law firms and others, as well as an accountability mechanism and measurement tool through its performance benchmarks and annual reporting requirement.



Highlights from PBI's 2018 Report on the Law Firm Pro Bono Challenge® Initiative

Now in its 25th year, the Law Firm Pro Bono Project continues to serve as counselor, resource, strategic advisor, trainer, and catalyst by offering expert guidance on law firm pro bono. This requires looking to the future to try new ideas that improve services. PBI looks to promote experimentation, evaluation, dialogue, and collaboration on how, working together, we can build on the dedication, creativity, and maturation of law firm pro bono to strengthen access to justice.

The Opportunity

Pro Bono Institute is seeking a Director of its Law Firm Pro Bono Project.

Reporting to PBI's President & CEO, the Director will be instrumental in shaping the strategic direction of the Law Firm Pro Bono Project by identifying key innovations to expand pro bono and improve access to justice.

Responsibilities include:

- Work collaboratively across PBI projects and departments, as well as with external organizations and partners, to support pro bono and enhance access to justice initiatives.
- Help to build and elevate the profile and visibility of PBI and the Law Firm Pro Bono Project, including being integrally involved in storytelling, communications, messaging, responses to media inquiries, stewardship, and representing the Project and PBI at conferences, meetings, and other events.
- Develop a research agenda and oversee the production and publication of scholarship and “off-the-shelf” resources, including articles, blog posts, and a clearinghouse of law firm pro bono materials.
- Oversee and administer the Law Firm Pro Bono Challenge® Initiative.
- Plan and execute the Project's annual membership campaign.
- Plan and execute the PBI Annual Conference (*e.g.*, content, topic and speaker selection, program schedule, messaging, and logistics) and other programming, meetings, and events in collaboration with colleagues and stakeholders.
- Provide stakeholders with expert, meaningful, and timely consultative services while cultivating substantive relationships.
- Serve as a member of PBI's senior staff leadership team.
- Consult on the development and administration of the Project's budget.
- Additional responsibilities as needed in a small office setting.



The Candidate

The ideal Director will be a creative, energetic, and experienced professional ready to lead the Law Firm Pro Bono Project. The Director should be an entrepreneurial visionary who can see the big picture and who is also able to roll up their sleeves and get things done. The Director should be an expert and strategic leader who understands the modern law firm pro bono landscape.

The position reports directly to PBI's President & CEO. Specific requirements include:

Background

- A JD is required, with at least 10 years of law practice.
- Minimum of seven years of experience in practice at a law firm with a demonstrated commitment to pro bono, with a minimum of five years in a pro bono management role.

Skills and Accomplishments

- Knowledge of and experience with public interest or legal services organizations.
- Excellent writer, editor, marketer, and speaker, with exceptional attention to detail.
- Ability to collaborate with a small staff, including with PBI's President and other senior staff, volunteers and leadership, and a wide range of stakeholders from a variety of diverse backgrounds.
- Ability to administer complex projects that require peer input.
- Ability to recognize areas for growth and develop creative, problem-solving initiatives.
- Capable of exercising discretion when handling sensitive information.
- Understanding and recognition of PBI's successful past, with a vision for the future that can be adapted to keep up with the times.
- Commitment to advancing organizational standards and priorities in both content and operations.
- Experience setting clear priorities and success in driving a strong, results-oriented agenda that ties back to PBI's long-term goals and strategy.
- Interested in and informed of relevant legal issues, sensitivities, and culture.
- Periodic travel required.

Compensation and Benefits

In addition to offering a competitive compensation, Pro Bono Institute offers generous employee benefits including 100% employer paid health insurance, employer contribution of 3% of annual salary to a 401(k) plan, generous vacation and sick leave, and access to a free fitness center on-site.



All first-round interviews for this position will take place at:

Development Resources, *inc.*
1820 N. Fort Myer Drive, Suite 702
Arlington, VA 22209
(703) 294-6684
or via telephone/video conference

DRi is an executive search and development consulting firm that recruits senior leaders and works with them to build talented teams, create bold strategic plans, and design powerful fundraising programs.

Questions, resumes, cover letter, and writing samples should be sent to: search@driconsulting.com, subject line: Pro Bono Institute

Pro Bono Institute is an Equal Opportunity Employer and is seeking a diverse slate of candidates for formal consideration.



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