

Staff Attorney Opportunity with South Carolina School Boards Association

The Policy & Legal Department of the South Carolina School Boards Association (SCSBA) is seeking a dedicated and knowledgeable Staff Attorney.

As a staff attorney, this person will work closely with school boards across the state, providing legal guidance, conducting research in education law, and assisting with the drafting of impactful policies.

The Staff Attorney position is a full-time on-site position. The Staff Attorney will play a key role in supporting the Director of Policy and Legal Services, assisting with legal research, policy drafting and review, and member support. Responsibilities include:

- Having one-on-one conversations with school board members, superintendents, administrative staff, and board clerks
- Evaluating and drafting compliance-based sample school board policies
- Speaking at conferences and workshops
- Drafting, editing, and reviewing SCSBA Policy & Legislative Update publications
- Participating in school board development activities; and
- Researching, analyzing, and interpreting state and federal laws and regulations related to education, school law, local government, and administrative law.

Job Requirements:

- Admission to the South Carolina Bar
- Preferably at least 2 years of legal experience in education, government, or administrative law
- Excellent written and verbal communication skills
- Strong organizational and interpersonal skills

Why Join SCSBA?

- Be part of a mission-driven organization that values advocacy and equipping school boards through training and services.
- Enjoy a collaborative work environment where your expertise will influence key policy decisions
- SCSBA offers a competitive salary commensurate with experience, and an excellent benefits package

If you or someone you know might be interested, please send a cover letter and resume to **Rasheeda Cleveland, SCSBA Director of Policy and Legal Services** at rcleveland@scsba.org.