



Building Better Futures

General Counsel- Milwaukee, WI

JOB CODE: HR002

Schedule: Full Time

Work Status: Regular-Exempt

Salary: Competitive salary, based on experience

Location: 2701 Chase Avenue, Milwaukee, WI 53207

We Invite You to Join UMOs' Diverse & Dedicated Team

The Organization

UMOS is a non-profit advocacy organization that provides programs and services which improve the employment, educational, health and housing opportunities of under-served populations. UMOs began as a single-focused, single state, migrant and seasonal farm worker serving agency only. In the past five years, the organization has experienced significant growth. Today, UMOs offers diverse programs and services to diverse populations with a diverse staff successfully managing and delivering government grants of nearly \$70M and growing.

Contributing to that growth is the recent success in winning a \$25 million per year Migrant and Seasonal Head Start grant to serve children and families in the Rio Grande Valley area in South Texas, making The Child Development Division the largest program division within UMOs.

At the same time, the Workforce Development Division continues to expand in market share throughout Wisconsin making UMOs the largest nonprofit workforce development contractor in the state and the UMOs Social Services Division, with its nine program components, continues to make strides in advancing the position of UMOs as a performance based, data-driven, customer focused organization.

UMOS is well positioned to succeed in 2022 and beyond. For more information on UMOs go to www.umos.org.

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Programs

The Child Development Division provides children a head-start in life by delivering comprehensive, high-quality learning and education, while providing an environment for family support.

The Workforce Development Division, consist of Wisconsin Works (W-2) Transitional Jobs, Transform Milwaukee Jobs Program, TechHire and the National Farmworker Jobs Program....

The Social Services Division is comprised of 10 program components: UMOs Latina Resource Center's domestic violence, sexual assault, and human trafficking supportive services, Health Promotions' HIV Testing, Prevention and Counseling, Syringe Exchange, and the Hispanic Tobacco Prevention Network (HTPN) of Wisconsin, Farm Labor Housing, Home Energy Assistance, Food Pantry and the UMOs Community Learning Center.

Benefits

To support its team members, UMOs offers highly competitive compensation as well as a benefits package including:

- PTO
- 12 paid holidays annually
- A robust range of insurance covering health, dental, vision, life, short- and long-term disability, and accidental death & dismemberment
- The options to establish either a Health Savings Account or Flexible Spending Account, which can be used to cover deductibles, prescriptions, and other healthcare expenses
- A variety of support services to promote well-being through the employee assistance program
- Retirement plan options, including 401(k) and Roth IRA, allowing you to make pre-tax or after-tax contributions. For those participating in the 401(k) Retirement Plan, UMOs annually contributes at least 3% of employees' eligible compensation

Position Profile – General Counsel

The General Counsel reports directly to the CEO, is a trusted advisor to the business, and serves as the organization's primary source of legal advice. The ideal candidate will possess an authentic passion for the UMOs mission and as a member of the senior leadership team embrace diversity, demonstrate optimism and lead with positive energy.

Primary Responsibilities:

- Provide day to day legal counsel to UMOS and its subsidiaries in areas including policy, advocacy for the mission, nonprofit governance; government relations; compliance with federal and state regulations; contract negotiations, grant compliance, and real estate holdings.
- Manage the legal department's resources and priorities, developing internal staff and engaging outside counsel as necessary, prudently and cost effectively.
- Collaborate with the Human Resources Department in researching, resolving and adjudicating staff employment law complaints including conducting internal legal investigations in conjunction with the Human Resources Dept. and/or designated Vice Presidents.
- Intellectual resource as it relates to all aspects of enterprise risk management (ERM); strategic planning and all strategic decisions mitigating risk to the agency including guidance on non-profit tax law, insurance coverage & policies, and other related risk- management areas.
- Work cross functionally and collaborate to support the multi-state nature of UMOS programs in developing practices and procedures to conform to regulatory, contractual and administrative requirements of funding sources.
- Represent UMOS individually, or with affiliate counsel in administrative and judicial proceedings.
- Board Governance; attend and participate as required in the Board of Directors and committee meetings throughout the fiscal year; oversee or monitor requirements as defined in the bylaws; advising the Board with respect to all corporate governance and legal compliance matters.

Qualifications:

- Law degree and active license to practice law.
- Admission to the State Bar of Wisconsin is required (or acquisition of said admission in a timely manner).
- Admission to practice in federal court (preferred).
- Ten or more years as a practicing attorney with five years' legal experience related to non-profit sector preferred.
- Knowledge of the role and responsibility of in-house counsel and management of external counsels.
- Understanding of diversity of legal practices and experiences including, knowledge of employment law, commercial, real estate, and other corporate law.
- Experience supporting non-profit boards of directors preferred.

UMOS

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- Must possess strong public policy understanding from a legal perspective; experience with advocacy (lobbying experience helpful), governmental programs; federal and state administrative rules, regulations and procedures.
- Must have an exceedingly high level of advanced oral and written communication skills.
- Must be able to travel and work irregular hours.
- Access to reliable transportation; possess valid driver's license and have adequate insurance.

This position is located at the corporate headquarters in Milwaukee, WI: UMOS Center, 2701 South Chase Ave., Milwaukee, WI 53207. UMOS programs operate throughout the states of:

Arkansas | Florida | Illinois | Minnesota | Missouri | Texas | Wisconsin

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UMOS is an equal opportunity Affirmative Action employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.