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**Title:** Legal Director

**Date:** August 2022

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### **Position Attainment**

This position is selected by the President and approved by the Executive Committee.

### **Job Description**

This position is responsible for the legal activities of the NGJA.

### **Essential Duties**

This position is charged with the following duties:

- Serve as the chairperson of the NGJA Legal Committee.
- Provide legal advice as necessary to the NGJA leadership regarding the affairs of the NGJA.
- Investigate reports of bias in assignments, ethics, discrimination, harassment, and similar violations of these Bylaws.
- Provide a report annually to the Governing Board regarding by-law and legal issues facing the NGJA.

### **Experience/Education**

- They must be at least nineteen (19) years of age.
- Be a licensed attorney in one of the fifty states or the District of Columbia.
- They must be an active NGJA member certified above the Compulsory level.
- They must be actively judging within the previous nominal year.
- They must be in good standing with the NGJA, their association, and the current gymnastics national governing body.

### **Skills**

- Good understanding of federal and state laws that apply to the NGJA.
- Excellent verbal and written communication skills.
- Ability to handle legal issues in confidence with only those with a need-to-know.
- Extremely organized and detail oriented.
- Able to work well with NGJA Executive Committee, Governing Board and judges at all levels.
- Provide responses to questions in a timely manner.
- Can effectively function in a rapidly changing environment.
- Ability to delegate appropriately for large projects and manage the results.