



Position:	Staff Attorney, Immigration Legal Defense Pilot Program
Type:	Full Time
Status:	Exempt
Reports to:	Senior Attorney, Immigration Legal Defense Pilot Program
Salary range:	Available upon request
Location:	Durham, North Carolina
Updated:	7/2/2021

Position Summary

JusticeMatters is launching an Immigrant Legal Defense Pilot Program (the “Pilot Program”), a two-year pilot that will (1) increase the identification of undocumented individuals in Durham County who are eligible for immigration relief, including relief from removal; and (2) increase access to trauma-informed immigration legal services to protect due process rights and secure immigration relief. More broadly, this program will promote equity in access to legal relief and demonstrate commitment to the wellbeing of all Durham County residents.

The Staff Attorney will provide pro bono immigration legal services to clients. Ideal candidates will have experience providing immigration legal representation, consultation, advocacy and education in immigration, naturalization, and/or domestic violence matters. **Additionally, they would have removal defense experience and are biliterate in Spanish. We are looking for someone who is willing to start in September 2021.**

Duties and Responsibilities

- Support the Senior Attorney in the management and direct execution of Pilot Program activities, including outreach, screening and scheduling, legal consultations and representation, referrals, monitoring/evaluation.

- Provide immigration consultations to Durham County, NC residents, and participate in the case placement process and maintenance of client files.
- Represent clients in seeking immigration relief before U.S. Citizenship and Immigration Services (USCIS) and the Executive Office of Immigration Review (EOIR).
- Work closely with JM's immigration law section lead regarding the internal referral process for potential clients identified through the clinic.
- Attend and participate in community events, legal workshops/clinics, volunteer recruitment/training events, and community-based coalitions that will enhance the Staff Attorney's knowledge, networks, and ability to carry out job responsibilities.
- Train and supervise pro bono attorneys, law students, and interns/externs who volunteer with JusticeMatters.
- Handle other tasks, as requested by the Senior Staff Attorney.
- Generally promote JusticeMatters and our mission and work.

Qualifications and Requirements

1. Law degree from an accredited law school.
2. Current membership in good standing in the North Carolina State Bar.
3. Fluency in spoken and written Spanish, required.
4. A minimum of one (1) year of legal experience representing undocumented individuals in immigration matters, specifically in removal defense.
5. Excellent organizational, analytical, writing, and editing skills; strong attention to detail.
6. Strong interpersonal, cultural humility, and cross-cultural communication skills.
7. Effective collaboration with multidisciplinary professionals in the provision of legal services.
8. Ability to think strategically and creatively, solve problems, innovate, exercise initiative, and manage multiple tasks/projects and sensitive information while also being able to determine when to ask for assistance.
9. Proficient in Google Suite and Microsoft Office Suite.
10. Impeccable integrity, judgment, and discretion.
11. The means and willingness to travel (a driver's license and regular access to a vehicle are required). Travel and mileage are reimbursed.
12. Demonstrated commitment to social justice.
13. Support of the mission and vision of JusticeMatters.

About JusticeMatters

JusticeMatters, a faith-motivated nonprofit, provides trauma-informed legal services throughout North Carolina and promotes just policies and practices

impacting our clients and community. Since 2011 we have been at the forefront of efforts to integrate principles of trauma-informed care in the legal profession – safety, trustworthiness, transparency, collaboration, empowerment, and choice. As we combat the horrors of human trafficking, we bear witness to the courage and resilience of survivors, the sacrifice and grit of caregivers, the expertise and dedication of our collaborative partners, the passion and generosity of our supporters, and our mutual calling to seek justice for the flourishing of our neighbors here in North Carolina. In the last 5 years alone we've served over 1,700 clients.

JusticeMatters is a team of people who celebrate the beauty in each of our neighbors and refuse to stand by when that beauty is violated. We value providing excellent quality services, the pursuit of justice, the interconnectedness of our community and celebrating our clients and staff resilience and victories. If this resonates with you, join our team.

Compensation and Benefits

- 20-30 days of paid time off, (used for sick, vacation, etc.), dependent upon length of service
- Health insurance coverage for employees 100% paid by JusticeMatters
- Access to health insurance for family members (paid by employee)
- Access to dental and vision insurance (paid by employee)
- Agency pays for required legal licenses and professional memberships
- Provide \$50 stipend toward CLEs
- Flexible work schedule
- Ability to work remotely
- Paid sabbatical after seven (7) years of service, and five (5) years, thereafter

For more information please visit our website at www.justicemattersnc.org or contact LaToya King at latoya@justicemattersnc.org. To apply, please send a cover letter and resume to latoya@justicemattersnc.org.