

THE LEGAL AID SOCIETY

Job Title

Civil Practice Staff Attorney-Immigration Federal

Job Description

The Legal Aid Society's Civil Practice is seeking a Staff Attorney to work in the Immigration Law Unit's Federal Practice. The Staff Attorney will represent low-income clients before the U.S. District Courts and the U.S. Courts of Appeals to safeguard immigrants' constitutional rights and ensure that immigration laws are accurately interpreted and fairly applied. The Staff Attorney's essential duties will include, but not be limited to, preparing Petitions for Writs of Habeas Corpus in the U.S. District Courts for the Eastern and Southern Districts of New York and the District of New Jersey and preparing Petitions for Review of agency decision before the Second and Third Circuit Courts, as well as participation in other affirmative litigation, depending on the needs of the Unit. Given the emergent nature of this work, the Staff Attorney must be able to work nights and weekends as necessary.

The Immigration Law Unit (ILU) is a recognized leader in the delivery of high-quality legal services to immigrants in New York City and surrounding counties. The Unit provides low-income New Yorkers with free, comprehensive immigration services and representation including deportation defense before immigration judges in removal proceedings and before the Board of Immigration Appeals, affirmative benefit applications before the U.S. Citizenship and Immigration Services (USCIS), administrative appeals, and in federal courts on Habeas Corpus Petitions, other constitutional claims, and Petitions for Review. The Unit specializes in many areas of immigration law, including the intersection between immigration and criminal laws, and works collaboratively with all practice areas to serve the Society's diverse immigrant clients through a comprehensive service model.

ESSENTIAL DUTIES/RESPONSIBILITIES

- * Prepare Petitions for Writ of Habeas Corpus in the U.S. District Courts for the Eastern and Southern Districts of New York and the District of New Jersey
- * Prepare Petitions for Review before the Second and Third Circuit Courts
- * Develop, coordinate and conduct litigation at the Courts of Appeals and District Courts
- * Identify significant legal issues to litigate before the federal courts to benefit the Immigration Law Unit's clients, including affirmative litigation approaches
- * Collaborate with practitioners throughout the country to develop and participate in national litigation and law reform projects
- * Coordinate Amicus Curiae in support of the Immigration Law Unit's litigation efforts
- * Track case law developments in immigration law and policy in the federal courts and before the Board of Immigration Appeals
- * Provide individualized consultation to staff attorneys
- * Develop competence and capacity within the ILU to litigate immigration cases in federal courts
- * Work with pro bono counsel on assigned pro bono cases and develop pro bono connections
- * Develop pro se and pro bono lawyer resource materials and trainings on federal court issues
- * Engage in policy advocacy
- * Assist in organizing regular Second Circuit working group meetings with other providers and practitioners to discuss current issues pending before the Second Circuit
- * Other duties as assigned

Requirements

- * Admission to New York State Bar. Must be eligible to immediately seek admission to the United States Court of Appeals for the Second Circuit and U.S. District Courts for the Southern Districts. Admission to District of New Jersey desirable

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- * Minimum of two years of federal litigation or comparable litigation experience, preferably in immigration law
- * Strong interest in, and understanding of, the intersection of criminal and immigration law
- * Excellent research, writing, analytical, organizational and communication skills
- * Interest in developing new approaches to representing clients facing removal and willingness to rapidly respond to client needs through litigation
- * Ability to work with pro bono lawyers
- * The candidate must be able to work independently as well as collaboratively with staff attorneys and manage a complex caseload
- * Proficiency in languages other than English is desirable, but not required
- * **REQUIRED DOCUMENTS:** Please submit a cover letter, resume and a writing sample as a PDF when you apply via the LAS Recruitment Portal

Applications will be considered on a rolling basis so applicants are encouraged to apply early.

Only PDF documents will be accepted. If your document is not a PDF, your application will not be processed. Applications submitted without all the required materials will not be processed.

OUR COMMITMENT TO DIVERSITY AND INCLUSION

The leadership of The Legal Aid Society is committed to a work culture of zealous advocacy, respect, diversity and inclusion, client-oriented defense, access to justice and excellent representation. We are dedicated to building a strong professional relationship with each of our clients, to understanding their diverse circumstances, and to meeting their needs. Our ability to achieve these goals depends on the efforts of all of us.

HOW TO APPLY

You must apply online at the [LAS RECRUITMENT PORTAL](#). The legal aid society is reducing its carbon footprint and therefore paper applications are not accepted. Only pdf documents will be accepted. If your document is not a pdf, your application will not be processed. Applications submitted without all the required materials will not be processed. Applications will be considered on a rolling basis so applicants are encouraged to apply early.

The legal aid society is an equal opportunity employer – women, people of color, members of the LGBTQ+ communities, veterans, and people with disabilities are encouraged to apply.

For technical difficulties or questions regarding this posting, please email jobpostquestions@legal-aid.org.