



**Employment Opportunity
Staff Attorney – Fairfax, VA**

ORGANIZATIONAL PROFILE

Ayuda is a 501 (c)(3) nonprofit organization dedicated to providing direct legal, social and language access services, education, and outreach to low-income immigrants in the Washington, DC metropolitan area. Since 1973, Ayuda has provided critical services on a wide range of issues, in the process acquiring nationally recognized expertise in several fields including immigration law, language access, domestic violence and human trafficking. Ayuda has office locations in Washington, DC, Silver Spring, MD and Falls Church, VA.

WHY YOU WANT THIS JOB?

- Because, just like everyone at Ayuda, you believe:
- In seeing communities where all immigrants succeed and thrive in the United States.
- In the overall success of our organization and all our programs.
- That families should be healthy and safe from harm.
- That all people should have access to professional, honest, and ethical services, regardless of ability to pay or status in this country.
- That diversity and equality make this country better.

WHAT WILL THIS JOB ENTAIL?

- Provide direct legal representation to low-income immigrants in a variety of matters before the Executive Office for Immigration Review (EOIR), the US Citizenship and Immigration Service (USCIS), with a focus on serving immigrant survivors of intimate-partner violence, human trafficking, and vulnerable children and youth.
- Provide legal representation to children either in ORR custody or formerly in ORR custody released to custodians in Northern Virginia, including representation in removal proceedings, state court custody matters in Virginia, and applications for other forms of relief before USCIS.
- Where necessary, advocate on behalf of clients who have been victims of crimes, including human trafficking, in interactions with law enforcement.
- Attend local and regional stakeholder, coalition, and advocacy meetings as a representative of Ayuda and on behalf of Ayuda's client population.
- Stay current on relevant laws and policies by attending trainings and conferences and reviewing new laws, regulations and court rules.
- Other duties as assigned.

HOW DO YOU KNOW IF YOU CAN DO THIS JOB?

Eligibility:

- Must be legally able to work in the United States and maintain proper work authorization throughout employment.
- Must be able to meet the physical requirements of the position presented in a general office environment.
- Must be a member in good standing of any bar in the United States, with admission to the Virginia bar or immediately eligibility for admission upon motion to the Virginia bar.

Additional Education/Experience/Skills:

- Bilingual skills (especially Spanish) preferred (other languages commonly spoken by Ayuda's clients include Tagalog, French, Ixchil, other indigenous languages spoken in Central America, Portuguese, Arabic, and Amharic).
- Strong legal, organizational and time-management skills.
- Excellent oral and written communication skills.
- Ability to work independently and as part of a diverse, multidisciplinary team.
- Experience in immigration law, with litigation and removal defense experience a plus.
- Experience working with children and/or child custody or guardianship petitions a plus.
- Experience working with survivors of trauma a plus.
- Availability to begin work October 1 or before preferred.
- Demonstrated commitment to social, racial and economic justice.

SALARY AND BENEFITS:

The salary is commensurate with experience and consistent with Ayuda's attorney salary scale. Attorneys with one full year of relevant experience practicing immigration law, for example, would start at \$60,000, whereas an attorney with two years of such relevant experience would start at \$65,000. Ayuda's compensation package includes robust benefits such as medical and dental insurance, long-term disability insurance, life and AD&D insurance as well as an employer-provided retirement match. All federal holidays are observed, and Ayuda offers paid leave for the week of Christmas through New Year's Day in addition to generous paid sick, personal, and annual leave. This position is exempt for overtime purposes. This position is eligible for part-time telework consistent with Ayuda's telework policies.

TO APPLY:

Please apply with resume and cover letter. Writing samples may be requested. Please note that cover letters are required.

We strongly encourage you to consider the following in drafting a persuasive cover letter:

- Demonstrate an awareness of the work that Ayuda does in the community.
- Speak to your skills and qualifications for the job, including but not limited to relevant legal experience, bar admissions, and bar admissions.

- Provide context for why you want to do this work and what qualifies you to work with survivors of trauma and/or children specifically.
- Provide detail about your supervisory experience, regardless of title held in your prior position(s).
- Demonstrate strong writing skills and attention to detail.

Applications will be considered on a rolling basis until the position is filled. Apply early for full consideration.

[Staff Attorney –VA](#)

EQUAL OPPORTUNITY EMPLOYMENT STATEMENT:

Ayuda is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, or protected veteran status and will not be discriminated against on the basis of disability.

We believe that a diversity of experiences, opinions, and backgrounds is integral to achieving our mission and vision. We celebrate diversity and seek to leverage the passion, energy, and ideas of a culturally diverse team. Individuals with lived experiences similar to those of the clients whom we serve are particularly encouraged to apply, as are others from traditionally underrepresented groups in the legal profession.