

Immigration Staff Attorney Falls Church, VA

Description

Position Summary: Tahirih is seeking to hire a full-time Immigration Staff Attorney in the Greater DC Office-Baltimore Regional Office. The primary function of the Immigration Staff Attorney will be to provide client-centered, trauma-informed and culturally competent legal advice, counsel and representation to immigrant individuals who are survivors of gender-based violence in asylum cases, claims brought under the Violence Against Women Act (VAWA), and other related immigration matters, including T and U visas. The immigration attorney will collaborate with cross-department colleagues within an interdisciplinary client services team.

This position is currently fully remote but when we return to in-office work will report to the Falls Church, VA office.

Primary Responsibilities

- Work collaboratively with interdisciplinary teammates as one client-services team to deliver high quality, holistic services that center the client
- Conduct trauma-informed, client-centered, legal screenings and intakes to service seekers who are immigrant survivors of gender-based violence to evaluate and explain possible immigration legal remedies
- Provide trauma-informed, client-centered and culturally competent direct legal representation to clients in immigration law before the Department of Homeland Security (DHS), Immigration Courts and Board of Immigration Appeals (BIA) pursuant to government grant compliance/metrics
- Co-counsel immigration legal cases placed with the Greater DC/Baltimore pro bono network by providing mentorship and collaborative case management.
- Prepare and conduct outreach and education programs on immigration law and domestic violence to stakeholder groups
- Represent Tahirih in coalition meetings; network and build relationships with like-minded organizations
- Maintain accurate data entry and record-keeping for grant-funded projects
- Occasionally contribute to grant proposals, reports and periodic communications pieces
- Supervise paralegal and legal interns when applicable.

Requirements

- Current bar membership in good standing in any state in the US or District of Columbia
- At least 2-5 years of experience representing immigrant women and/or girls in asylum, VAWA, T visa, and/or U visa cases before the DHS, Immigration Courts and BIA strongly preferred; candidates with exceptional clinical or internship experience may also be considered
- Strong substantive understanding of U.S. immigration law; candidates with family-based immigration law and consular processing practice, are encouraged to apply
- Experience working with survivors of domestic violence and trauma
- Excellent legal analysis, written and oral advocacy and presentation skills
- Responsible, self-initiating, and focused, with proven ability to work independently and also collaboratively in a team-based decision-making environment
- Experience designing trainings and presenting to legal and non-legal audiences is a plus
- Represent Tahirih's mission and values among stakeholders

- Meticulous organizational habits with an ability to manage a complex caseload, establish priorities, and meet deadlines
- Strong interpersonal skills and record of cultural competence and cross-cultural communication skills; experience working with clients, staff and interns of diverse backgrounds
- Commitment to learning and promoting the principles of diversity, equity, and inclusion
- Fluency in Spanish is desired
- Commitment to Tahirih's foundational values and mission, and demonstrated commitment to legal services, public interest law, and/or social justice
- Understanding of the law firm and pro bono culture a plus.
- Able to travel on occasion and attend functions from time to time outside regular business hours.

Annual salary and benefits: The salary range for this position is \$55,000 – 65,000 and will be commensurate to experience and qualifications. Generous benefits include employee and dependent health, vision and dental insurance (Tahirih pays 80% of the premium for employees and 60% for dependents); a 401(k) defined contribution retirement plan; flexible work schedules; professional development including in-house training programs, staff enrichment retreats and other growth opportunities. Employees have a very generous self-managed leave benefit inclusive of vacation, sick and holidays, including an office closure the week between Christmas and New Year's.

About the Tahirih Justice Center: The Tahirih Justice Center is a growing national non-profit organization that supports the courage of immigrant women and girls who refuse to be victims of violence by providing holistic legal services and advocacy in courts, Congress, and communities. Through pro bono holistic legal services, community outreach and education and nonpartisan public policy advocacy, Tahirih protects women and girls seeking protection from gender-based human rights abuses such as domestic violence, sexual assault, human trafficking, female genital mutilation, honor crimes, and forced marriage. Tahirih is a Bahá'í-inspired organization and works to create a world where women and girls can live in safety and with dignity. Tahirih's 70 employees work from offices in the DC metro area, Baltimore, Houston, Atlanta, and the San Francisco Bay Area.

Submissions: Please include a cover letter, resume, writing sample (no more than 10 pages), and a list of three references.

[PLEASE CLICK HERE TO APPLY](#)

Please note: Candidates must be authorized to work in the United States for any employer.

Tahirih Justice Center is committed to diversity, equity and unity as core values. We practice inclusiveness in decision making through consultation with employees throughout the organization. Tahirih seeks to hire and retain employees whose diversity reflects the communities we serve. We encourage candidates who are committed to equity and who are from all backgrounds, experiences, abilities and identities to apply.