

Job Title

Staff Attorney – Immigration Federal

Job Description

The Immigration Law Unit (ILU) in The Legal Aid Society's Civil Practice is a recognized leader in providing high-quality representation to non-citizens in all five boroughs of New York City and surrounding counties. Our staff of almost 100 attorneys, social workers, and paralegals across six different projects and initiatives works collaboratively to provide client-centered, interdisciplinary, and comprehensive legal services.

The ILU is seeking a Staff Attorney to work in its 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.

ESSENTIAL DUTIES/RESPONSIBILITIES

- Learning from clients about their needs and challenges within the immigration system and identifying federal court interventions that achieve the clients' goals, including affirmative litigation approaches
- Prepare and argue 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 and argue Petitions for Review before the Second and Third Circuit Courts
- 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
- Assist in organizing regular Second Circuit working group meetings with other providers and practitioners to discuss current issues pending before the Second Circuit
- Maintain, organize, and update case files and case management database (LawManager)
- Other duties as assigned

Required Documents

Please submit a cover letter, resume and writing sample as a PDF when you apply via the LAS Recruitment Portal.

Deadline: Open Until Filled

Location

Manhattan - Legal Aid Society Headquarters

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 Eastern and Southern Districts. Admission to District of New Jersey desirable
- Minimum of one year 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

SALARY AND BENEFITS

The leadership of The Legal Aid Society believes in attracting and retaining exceptional talent committed to serving our clients. We offer a generous benefits package including health insurance, paid vacation, disability, and life insurance, and more. Salaries for our unionized jobs are governed by our Collective Bargaining Agreement. Please visit our Careers page for additional information. Salary and benefits information will be available to applicants, when and if, an offer is made.

OUR COMMITMENT TO DIVERSITY, EQUITY, 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.

COVID VACCINATION INFORMATION

The Legal Aid Society is taking precautions and implementing safety measures to help prevent the spread of COVID-19 and to comply with New York City's requirements concerning Covid-19. All members of the Legal Aid community have a shared responsibility to support and comply with policies and protocols to protect the health and safety of our community. Learn more about our COVID-19 policy by visiting our [website](#).

HOW TO APPLY

Click here to apply

<https://recruiting.adp.com/srccar/public/RTI.home?c=1143211&d=ExternalCareerSite&r=5000823386900&fromPublish=true#/>

All applications must be completed online. We do not accept paper submissions. Please visit our Careers Page to review all current job postings, and instructions on the application process. For technical difficulties or questions regarding this posting, please email jobpostquestions@legal-aid.org .

As an Equal Employment Opportunity (EEO) Employer, The Legal Aid Society prohibits discriminatory employment actions against and treatment of its employees and applicants for employment based on actual or perceived race or color, size (including bone structure, body size, height, shape, and weight), religion or creed, alienage or citizenship status, sex (including pregnancy), national origin, age, sexual orientation, gender identity (one's internal deeply-held sense of one's gender which may be the same or different from one's sex assigned at birth; one's gender identity may be male, female, neither or both, e.g., non-binary), gender expression (the representation of gender as expressed through, for example, one's name, choice of pronouns, clothing, haircut, behavior, voice, or body characteristics; gender expression may not be distinctively male or female and may not conform to traditional gender-based stereotypes assigned to specific gender identities), disability, marital status, relationship and family structure (including domestic partnerships, polyamorous families and individuals, chosen family, platonic co-parents, and multigenerational families), genetic information or predisposing genetic characteristics, military status, domestic violence victim status, arrest or pre-employment conviction record, credit history, unemployment status, caregiver status, salary history, or any other characteristic protected by law.