

## JOB ANNOUNCEMENT



**Position:** Supervising Attorney- Keeping Communities Together (KCT)-Immigrants' Right

**Reports to:** Managing Attorney

**Bargaining Unit:** No

**FLSA:** Exempt

**Type:** Full time

### Position Summary

This posting is for a position within the **Keeping Communities Together (KCT)** team, which sits within the Immigrants' Rights Project. The KCT team works to lead our work in representing undocumented immigrants that are long-time residents and lawful permanent residents, in defensive and affirmative relief. KCT work primarily involves non-detained removal defense and some representation before USCIS in affirmative applications, including U nonimmigrant visas, family-based petitions, VAWA, Special Immigration Juvenile Status and Naturalization and Citizenship. We also collaborate in advocacy and litigation to ensure that communities can fight back against detention and deportation.

### Responsibilities:

Centro Legal is seeking an experienced attorney to assist in the provision of non-detained removal defense and affirmative immigration remedies. Duties include the following areas of responsibility:

- Directly representing non-detained individuals in removal proceedings before the San Francisco Immigration Court and Board of Immigration Appeals;
- Preparing, reviewing, and filing applications, legal briefs, and supporting documentation for cases involving asylum, withholding of removal, relief under the Convention Against Torture, U visa, VAWA, and adjustment of status with applicable waivers, refugee waivers, and Special Immigrant Juvenile Status;
- Conduct telephonic and/or in-person intakes and consultations, and work with KCT team to assess cases for possible representation and referrals.
- Conducting Know-Your-Rights presentations to community members;
- Assist in identifying potential federal litigation cases arising from direct services work and leading impact litigation efforts in federal district and circuit courts: for in house representation and/or placement with pro bono attorneys and with other non-profit litigation partners;
- Assisting in determining appropriate case stories for use in reports, advocacy materials, and public education and providing expert testimony to media on current immigration law and policy topics.
- Collaborating with local, regional, and national partners on policy initiatives, funding, and litigation efforts, as needed.
- Presenting to and working with law enforcement, prosecutorial offices, and community-based organizations on changes in immigration law.
- **Additional duties of Supervising Attorney:**
  - Training, mentoring, supervising and supporting ongoing professional and leadership development of a diverse group of attorneys, paralegals, including holding regular check-ins

- Assigning and helping manage supervisees' caseloads at a rate that promotes self-care and wellbeing.
- Conducting annual performance evaluation of supervisees.

### **Qualifications**

First and foremost, the applicant must profoundly share Centro Legal's mission and vision of racial, social and economic justice. Below are additional qualifications:

- J.D; admitted and in good standing with a State bar;
- Fluency in Spanish required;
- Minimum of 3 years of experience in removal defense required;
- Demonstrated ability to work collaboratively on projects with diverse groups of people;
- Demonstrated commitment to diversity within the office and a personal approach that values all individuals and respects differences regarding race, ethnicity, age, gender identity and expression, sexual orientation, religion, ability, socio-economic circumstance, immigration status, and record of arrest or conviction;
- A demonstrated commitment to civil liberties, immigrant justice, and public interest law;
- Excellent writing, research, analytical, and verbal communication skills;
- A record of moving legal cases forward and demonstrated ability to build and manage a heavy caseload;
- Strong leadership skills;
- Experience working with organizers, grassroots organizations, and implementing movement lawyering principals desired;
- Familiarity in working with clients in crisis or who are recent trauma survivors; and
- Experience working with individuals suffering from mental illness is helpful;
- Willingness to conduct training and outreach activities in the community;
- *Additional qualifications of Supervising Attorney:*
  - Experience managing projects;
  - Experience building leadership of diverse groups; and
  - Experience supervising attorneys and other staff.

### **Compensation**

Salary is competitive and commensurate with experience ranging from \$78,413-\$87,823. We provide a generous benefits package, including life insurance, LTD, leave policies, vacation, and December holiday office closure at full pay.

### **To Apply**

Review of applications will begin immediately and continue until the position is filled. Applicants are encouraged to apply as soon as possible. Submit via email only: 1) cover letter, 2) resume, and 3) a list of three professional references. **Include "Supervising Attorney – KCT" in the subject line (please also specify if you would like to be considered for one or both positions).** Please email application materials directly to [jobs@centrolegal.org](mailto:jobs@centrolegal.org)

### **About Centro Legal de la Raza**

Founded in 1969 and headquartered in Oakland, California, Centro Legal de la Raza (Centro Legal) is a comprehensive legal services and advocacy organization protecting and advancing the rights of immigrant and low-income communities of color through multilingual representation, education, and advocacy. We envision a world where all people enjoy dignity, respect and the freedom to move; where the most marginalized voices lead movements for change; where migration builds bridges; where communities remain together; where all people find safety; and where carceral systems are abolished. We ground our work in principles of anti-racism, community and client-centered practices and intersectionality.

### **Immigrants' Rights Legal Practice**

Centro Legal's immigration practice encompasses full-scope direct representation before the Executive Office for Immigration Review (EOIR), including the Immigration Courts and the Board of Immigration Appeals (BIA); in affirmative applications filed with US Citizenship and Immigration Services (USCIS); and before the federal courts of appeals. Centro Legal has served as both class counsel and organizational plaintiffs in impact litigation mounting constitutional, statutory and administrative law challenges to immigration policies. We also engage in and support local, state, and national advocacy efforts in the fight for immigrants' rights.

We are committed to building a diverse team that reflects the values and experiences of the communities we serve. We strive to create an inclusive and supportive work environment. For more information, please visit our website: <https://centrolegal.org/>

### **A Note On Our Organization's Mission and Commitment to Diversity**

Centro Legal's mission includes advancing social, economic and racial justice. We are committed to fostering, cultivating and preserving a culture of equity, diversity and inclusion within and ensuring a workplace where all staff can flourish and grow professionally and well beyond. Our staff are the most important part of our ability to achieve our mission. The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities and talent that our employees invest in their work represents a significant part of not only our culture, but our reputation, sustainability and our organization's success. Centro Legal de la Raza is an equal employment opportunity employer and does not discriminate on the basis of race, color, religious creed, sex, pregnancy), gender, national origin, ancestry, citizenship, age, medical condition including genetic characteristics, mental or physical disability, military or veteran status, marital status, family responsibilities, caregiver status, sexual orientation, gender identity (including transgender status), gender expression, weight, height, linguistic characteristics (such as accent and limited English proficiency where not substantially job-related), citizenship status, status as a victim of domestic violence, sexual assault, or stalking, HIV/AIDS status, or any other basis prohibited by law. Centro Legal also prohibits discrimination based on a perception that an individual has any of the characteristics of the protected classes listed above, and further prohibits discrimination against an individual who is associated with a person who has, or is perceived to have, any of those characteristics.

**POSITION OPEN UNTIL FILLED**

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