



17 Battery Place, Ste. 1234
New York, NY 10004

212-407-3417

Supervising Attorney - HQ

Location: New York, NY

Application Deadline: Open until filled

Dated Posted: 7/23/2020

Job Type: Attorney, Full Time

Practice Areas: Immigration

IJC is an Equal Opportunity Employer - women, people of color, members of the LGBTQ+ communities, veterans, and people with disabilities are encouraged to apply.

Organization Description

Immigrant Justice Corps (IJC) is the country's first and only fellowship program dedicated to meeting the need for high-quality legal assistance for immigrants seeking citizenship, other affirmative applications, and fighting deportation. IJC is the visionary idea of the Hon. Robert Katzmann, Chief Judge of the U.S. Court of Appeals for the Second Circuit, as a response to the crisis in legal representation for immigrants he saw every day as a federal judge. IJC's two-year Fellowship program identifies promising lawyers and advocates passionate about immigration, places them with legal services and community-based organizations where they can make the greatest difference and supports them with training and expert insights as they directly assist immigrants in need. As we work to help thousands of individuals in need each year, IJC is developing the next generation of immigration lawyers and advocates and the shared knowledge of our growing coalition. Since IJC's founding in 2014, IJC has served more than 75,000 immigrants and family members with a 92% success rate.

IJC Justice Fellows are recent law graduates who represent clients in all stages of removal proceedings and in complex applications for immigration benefits. IJC Community Fellows become Department of Justice partially accredited representatives at the start of their fellowship and represent clients in a wide variety of applications and interviews before the Department of Homeland Security. We have a robust immigration legal services project housed at IJC headquarters, which handles affirmative applications as well as removal defense.

Role Description

The Supervising Attorney will divide time between two innovative projects and become a member of the dynamic and exciting IJC Legal Team. Since late 2018, IJC has partnered with Central American Refugee Center ("CARECEN") in Hempstead, New York, to bring high quality removal



defense representation to the under-served immigrant communities of Long Island. This critical project focuses on identifying and serving unaccompanied children and families in removal proceedings at the New York and Varick immigration courts. The docket consists primarily of defensive asylum and Special Immigrant Juvenile Status cases. The Supervising Attorney will also focus on these same primary forms of relief as part of IJC's in-house legal services project, centered at headquarters, and providing a wide range of immigration legal services to NYC and NJ residents. As an IJC Legal Team member, the Supervising Attorney will work closely with the managing attorney, three supervising attorneys and the training and capacity building manager to support the fellowship program.

Duties & Responsibilities

The core responsibilities of the position include:

Stewardship of IJC-CARECEN Partnership

- Providing technical assistance, mentorship and support to the supervising attorney of the IJC-CARECEN partnership in Hempstead, Long Island;
- Directly supervising two IJC Justice Fellows and two IJC Community Fellows working in the IJC-CARECEN partnership, as needed;

Direct Supervision of IJC's In-House Removal Defense Project

- Directly supervising a Justice Fellow and Community Fellow engaged in removal defense work representing NYC residents;

Personal Caseload

- Maintaining a reasonable independent caseload of removal defense cases and co-counseling with staff and Fellows, as needed;

General Programmatic Support

- Helping to recruit and train Community and Justice Fellows;
- Assisting with professional development training and technical support to Fellows placed at host organizations;
- Assisting in data-informed development and implementation of improvements to IJC's service model and case management processes;
- Helping to identify and address problematic legal trends through strategic and impact litigation;
- Assisting in preparing reports to funders;
- Representing IJC at community events and legal conferences.



Training and Qualifications

The successful applicant will:

- Be a well-seasoned immigration attorney with significant experience in defensive asylum cases and Special Immigrant Juvenile Status;
- Be a member in good standing of the New York State bar;
- Have a minimum of five years of experience practicing immigration law as an attorney, prior supervisory experience is a plus;
- Have experience with federal court litigation, or willingness to develop federal litigation skills;
- Have excellent writing, analytical and organizational skills;
- Enjoy collaboration and helping new advocates develop skills and expertise;
- Be committed to IJC's mission of expanding access to high-quality counsel for immigrants and developing legal capacity in under-served communities;
- Be comfortable working with diverse client populations and in varied work environments;
- Be able to work at the IJC-CARECEN office in Long Island 2-3 times a week;
- Be able to travel within Long Island for family court hearings, as needed;
- Be fluent in spoken and written Spanish.

Compensation

Salary is competitive and commensurate with skills, experience, and duties. IJC offers a comprehensive benefits package including 401(k) plan.

How to Apply

Please email your resume, three references and a detailed cover letter explaining why this job would be a great fit for you to recruitment@justicecorps.org with "Supervising Attorney - HQ" included in the subject line. We will request a writing sample from candidates selected for an interview. We are looking to hire immediately and will review applications on a rolling basis until the position is filled.