



PROVIDING ACCESS TO JUSTICE
FOR ORANGE COUNTY'S LOW INCOME RESIDENTS
JOB ANNOUNCEMENT

Position	Full-time Staff Attorney –Immigration Unit
Organization Description	<p>The Public Law Center (PLC), Orange County's <i>pro bono</i> law firm, is committed to providing access to justice for low-income residents. Through volunteers and staff, PLC provides free civil legal services, including counseling, individual representation, community education, and strategic litigation and advocacy to challenge societal injustices. Now in its 37th year of service, PLC works with more than 1,400 volunteer lawyers, paralegals and law students from throughout the county who volunteer their time and expertise.</p> <p>The Immigration Unit provides assistance in the following areas: U visa, T visa, VAWA, asylum, Special Immigrant Juvenile Status, DACA, naturalization and other citizenship matters, and deportation defense. The staff attorney would be expected to provide assistance in these areas through direct representation and providing technical assistance to our pro bono volunteers.</p>
Qualifications	<ul style="list-style-type: none"> • Active membership in the California State Bar • Bilingual English/Spanish required • 1-3 years demonstrated experience in immigration law, including case preparation, legal research, and client representation before USCIS and EOIR is a plus • Demonstrated commitment to working with immigrant communities • Excellent oral/written communication skills • Strong public speaking skills and ability to train a variety of audiences, from clients to pro bono attorneys • Ability to manage multiple tasks and work independently • Must have own transportation, valid CA Driver's license, insurance and good driving record
Duties and Responsibilities	<ul style="list-style-type: none"> • Provide quality legal services to low-income residents of Orange County in the following areas: U visa, T visa, VAWA, asylum, Special Immigrant Juvenile Status, DACA, naturalization and other citizenship matters, and deportation defense. • Work collaboratively with other PLC staff to serve low-income residents • Help organize and coordinate immigration legal services through clinics and workshops throughout Orange County • Provide training to pro bono attorneys and volunteers as needed • Coordinate and supervise volunteer attorneys and law students at clinics • Oversee cases referred to pro bono attorneys and provide technical support to pro bono attorneys • Handle a full caseload of immigration matters • Conduct community education presentations to clients, partner agencies, and service providers • Assist with periodic compilation of data related to grant funding • Represent PLC at legal networking and community outreach events • Full time position with periodic evening and weekend work required • Other duties as assigned

Salary & Benefits	<ul style="list-style-type: none">• Salary dependent on experience; range of \$48,000 to \$60,000• Competitive benefits provided
	Please submit resume, cover letter and writing sample (10 pages or less) to Grace Landa at: glanda@publiclawcenter.org . Please no phone calls. APPLICATION DEADLINE: Open until filled The Public Law Center is an Equal Opportunity Employer.

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