



### **Staff Attorney**

**Position:** Just Neighbors seeks a passionate, mission-driven staff attorney to provide immigration legal services to immigrants and refugees in Maryland. This attorney will be based out of our main office in Annandale but regularly meet with clients at our Rockville office and at several clinic sites in DC and Maryland suburbs.

### **How to Apply:**

Deadline: Rolling basis or until COB December 4, 2020. You must email a cover letter, resume, list of references (minimum three) and writing sample to Dominique Poirier, Director of Legal Services at [dominique@justneighbors.org](mailto:dominique@justneighbors.org) with “Staff Attorney Position MD” in the subject line.

### **Who we Are:**

Just Neighbors ([www.justneighbors.org](http://www.justneighbors.org)) is a nonprofit immigration legal service organization which provides immigration legal services to low-income immigrants and refugees in Virginia, and more recently in DC and Maryland. As “just neighbors,” we are a diverse team of attorneys and staff dedicated to achieving justice and equality by helping immigrants and refugees navigate the immigration legal system. Just Neighbors is a dedicated organization that focuses almost exclusively on humanitarian-based immigration cases and is a member site of National Justice For Our Neighbors, a national non-profit dedicated to providing quality immigration legal services throughout the nation.

### **Responsibilities:**

- Maintain a robust caseload focusing on humanitarian immigration, including VAWA petitions, U Visa, Special Immigrant Juvenile, T Visa, Asylum, Removal Defense, as well as a limited number of family-based immigration cases. Work requires meeting with clients for initial consultations and preparing applications for submission to USCIS (including the Arlington Asylum Office) as well as court filings and representation before EOIR (including Baltimore EOIR) and family court in Maryland.
- Coordinate and attend monthly evening and/or weekend immigration legal clinics held in Gaithersburg, Baltimore and Washington DC (clinics currently suspended due to pandemic);
- Supervise and work with volunteer attorneys and pro bono counsel;
- Conduct community outreach presentations on issues surrounding immigration. Some presentations may be in Spanish or languages other than English and may be during evening/weekend hours.
- Maintain offices at both our main Annandale and Rockville locations.

### **Qualifications:**

- Active bar membership; Maryland strongly preferred
- Spanish fluency preferred
- Excellent attention to detail
- Openness to learning and expanding your immigration expertise
- Hard working, flexible and able to carry a full caseload
- Committed to working in team with people of all backgrounds, ethnicities and sexual orientations
- Strong public speaking skills
- Passion for immigration, human-rights, and the non-profit sector
- Openness and enthusiasm to working with volunteers
- Sensitivity to working extensively with trauma victims

Just Neighbors offers a flexible working environment as well as excellent benefits including generous vacation and holiday leave, health insurance, professional liability insurance, paid bar and AILA dues and a retirement pension plan. We greatly embrace diversity and equal opportunity in a serious way. We are committed to building a team that represents a variety of backgrounds, perspectives, and skills. We believe the more inclusive we are, the better we are able to serve the clients we reflect.