

## **JOB ANNOUNCEMENT**

**Position:** Immigrants' Rights Directing Attorney

**Reports to:** Deputy Director

**Bargaining Unit:** No

**FLSA:** Exempt

**Type:** Full Time



### **Position Summary:**

Centro Legal's immigration legal practice includes comprehensive, full-service direct representation before USCIS and the immigration courts (EOIR), district court and federal court of appeals. Centro also participates in impact litigation efforts, legal rights education, and local and national advocacy. We specialize in detained and non-detained removal defense, the intersection of immigration and criminal law, affirmative asylum applications, and humanitarian visas. Centro Legal is seeking a highly motivated and experienced immigrants' rights directing attorney who will bring leadership and innovation to our fearless and dynamic team of Immigrants' Rights advocates.

### **Primary responsibilities will include:**

- Overseeing the provision of immigrants rights direct legal services, including the design and implementation of systems for case management, quality control, and data tracking;
- Training, mentoring, supervising, and supporting ongoing development of a diverse staff of attorneys, advocates, volunteers, and interns;
- Assign and help manage supervisees' caseloads at a rate that promotes self-care and wellbeing;
- Developing and advancing program strategy in collaboration with the other members of the immigrants' rights practice;
- Working in partnership with Centro Legal's Litigation Director to identify cases and oversee immigrants' rights affirmative litigation;
- As part of the Senior Management Team, assisting Executive Director and Deputy Directors with growth and development of the organization, including through leadership in occasional strategic projects to support organizational priorities;
- In collaboration with the finance, grants, and development teams, supporting the practice's budgeting, reporting, and fundraising efforts;
- Building and strengthening administrative infrastructure of the program to ensure relevant and efficient protocols;
- Tracking, analyzing, and reporting data on program metrics, including case and outreach deliverables;
- Serving as a media contact and expert spokesperson for Centro Legal's immigrants' rights practice, as needed;
- Presenting to and working with key stakeholders on changes in law, policy and practice; and
- Overseeing collaborative work with local, regional, and state partners on policy initiatives, funding, and strategic litigation efforts;
- Serve as point of contact and mentorship for law firm pro bono partners as appropriate; and

- Other special projects, as needed.

### **Desired Qualifications:**

The applicant must profoundly share Centro Legal's mission and vision of racial, economic and social justice. Additional qualifications include:

- J.D., admitted and in good standing with the California bar;
- Fluency in Spanish preferred, but not required;
- Minimum of 5 years of relevant experience in immigration law or direct legal services;
- Strong leadership skills and experience managing attorneys, fellows, or interns;
- Knowledge and adherence to community and movement lawyering principles;
- Excellent writing, research, analytical, and verbal communication skills;
- A demonstrated commitment to immigrants' rights and public interest law;
- 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;
- Familiarity in working with clients in crisis or who are trauma survivors;
- Willingness to conduct training and outreach activities in the community as needed; and
- Demonstrated ability to work cooperatively on projects with lawyers, other staff members across organization, and diverse community organizations, stakeholders and policymakers.

### **Compensation and Benefits:**

Salary is competitive and commensurate with experience ranging from \$99,000 to \$115,000. 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. To apply, send a brief cover letter, resume, and list of three professional references by email to [jobs@centrolegal.org](mailto:jobs@centrolegal.org). Include **"Immigrants' Rights Directing Attorney"** in the subject line.

### **POSITION OPEN UNTIL FILLED**

#### **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, low-income, and Latino communities through bilingual representation, education, and advocacy. We combine quality legal services with know-your-rights education, affirmative litigation, and youth development, ensuring access to justice for thousands of individuals and families each year throughout Northern and Central California.

For more information, visit our website: <https://centrolegal.org/>.

### **Diversity Statement**

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.