

**JOB ANNOUNCEMENT:**  
**Project Director**  
**San Diego, CA**  
**February 2008**



**American Bar Association**  
**Immigration Justice Project (IJP) of San Diego**

The American Bar Association seeks to hire a full-time Director to launch an innovative pro bono immigration pilot project in San Diego, CA.

**Project Mission:** The Immigration Justice Project (IJP) of San Diego seeks to promote due process and access to justice for immigrants, through the provision of high-quality pro bono legal services for those in immigration proceedings before the San Diego immigration court and in subsequent appeals as needed. The IJP is a unique collaborative endeavor involving several entities of the American Bar Association (ABA), Georgetown University Law Center, the private bar, American Immigration Lawyers Association, the Department of Justice Executive Office for Immigration Review (EOIR), and the federal courts. The focus of the IJP is on serving both detained and non-detained individuals, seeking relief such as cancellation of removal, withholding of removal, and asylum. A study will be conducted during the first two years of the IJP's activities to evaluate its impact on the immigration court and appellate process. In addition, the IJP will implement the EOIR Legal Orientation Program, administered by the Vera Institute of Justice, at the Otay Mesa/San Diego CCA detention facility.

**Job Responsibilities and Position Description:** The Director will oversee the launch and implementation of the project, including engaging in ongoing fundraising and development activities. Primary responsibilities include:

- Developing relationships with local stakeholders including service providers and government officials
- Establishing a screening process for non-detained immigrants in removal proceedings, in close coordination with the Executive Office for Immigration Review; coordinating and conducting client screenings and referrals
- Working with the ABA, local and specialty bar associations, and law firms, to recruit, train, and mentor local and national volunteer attorneys and law students in representing clients in asylum, withholding of removal, cancellation of removal, and other claims
- Providing limited direct representation of clients as needed
- Supervising the Legal Orientation Program and conducting legal rights presentations and self-help workshops as needed
- Supervising the LOP Attorney, LOP paralegal, interns, and additional legal staff or fellows
- Cultivating relationships with funders; working to secure in-kind and direct financial contributions to help ensure the project's sustainability
- Reporting to all funders and assisting with compiling data for use by Georgetown University

**Qualifications:** The Director should be a licensed attorney, in any state, with experience representing immigrants and asylum seekers in immigration proceedings; conducting trainings and speaking in public; mentoring volunteer attorneys; supervising legal staff; and fundraising. The Director should be able to work independently and with a variety of stakeholders, have excellent written, oral, and cross-cultural communication skills, and have the vision, creativity, and leadership skills needed to develop a new project. Fluency in Spanish and experience working with survivors of trauma are strongly preferred.

**Compensation:** The Director will be hired as staff of the ABA, and will receive compensation commensurate with qualifications and a competitive benefits package.

**Application:** To apply, please go to <http://www.abanet.org/hr/> and click on "apply now" for position C1135, Washington, DC in the "Other" category. In addition to completing the online form, please also submit a cover letter, résumé, and short writing sample to [abajobsdc@staff.abanet.org](mailto:abajobsdc@staff.abanet.org) and [liebermi@staff.abanet.org](mailto:liebermi@staff.abanet.org). The position is currently available, with flexibility as to the start date.