



JOB ANNOUNCEMENT: IMMIGRATION DETENTION ATTORNEY
(Potential Office Locations: San José, East Palo Alto, mid-Peninsula, and San Francisco)
Applications reviewed on a rolling basis

Community Legal Services in East Palo Alto (CLSEPA) seeks a full-time, immigration detention attorney. Our immigration program specializes in representing immigrants in detained and non-detained removal proceedings. Our immigration services also include U visas, asylum, special immigrant juvenile status, and other relief. The attorney in this position will be expected to work exclusively on detained removal defense. The attorney will have the opportunity to work in one of our current offices (in San Francisco and East Palo Alto) or potential new offices (in San José and the mid-Peninsula)

CLSEPA is a legal services non-profit that improves the lives of low-income families. We specialize in immigration, housing, and economic advancement. Our legal advocates work side-by-side with low-income communities, predominantly communities of color in East Palo Alto and the Peninsula, to bring about lasting change.

Essential Duties and Responsibilities (Training to be provided as needed)

1. Provide legal advice and counsel on immigration issues for individuals in the custody of U.S. Immigration and Customs Enforcement.
2. Travel to local detention centers to meet with detained clients.
3. Provide legal representation in immigration court proceedings, including bond hearings and applications for relief.
4. Appear as attorney of the day at detained master calendar hearings.
5. Participate in community outreach events and presentations
6. Maintain and establish relationships with community partners and immigration service providers
7. Assist with fundraising needs related to immigration, including drafting proposals and preparing grant reports

Knowledge, Skills, & Abilities

1. Open to candidates with up to 2 years of post-graduate legal experience and recent law school graduates who are sitting for the bar in February 2017. Bar membership preferred.
2. Fluency in Spanish required.
3. Knowledge of immigration law preferred, as reflected in coursework, internships, and/or post-graduate legal experience.
4. Commitment to serving low-income populations and communities of color
5. Strong communication skills and ability to relate to and communicate with a broad range of clients and colleagues
6. Values working cooperatively with others, both within the organization and in the community
7. Position requires participation in occasional weekend and evening events and clinics

Salary: Commensurate with experience. Competitive benefits package.

To Apply: Please send resume, cover letter, writing sample, and list of three references to Human Resources, Community Legal Services in East Palo Alto, 1861 Bay Rd., East Palo Alto CA 94303 or email jobs@clsepa.org with “Immigration Staff Attorney” in the subject heading. No calls please. **In your cover letter, please address the following in order for your application to be considered.** CLSEPA’s clientele is extremely diverse, and the majority of our clients are low income persons of color. It is critical that our staff work effectively in all cross-cultural situations, with clients, with our coworkers, and with the community, and that we create an inclusive and respectful workplace in which differences are acknowledged and valued. ***How do you think your personal background or experiences, professional or otherwise, have prepared you to contribute to our commitment to cultural humility and diversity amongst our staff?*** Feel free to think broadly about your response to this question, applying various aspects of your life and personal experiences.

CLSEPA is an equal opportunity/affirmative action employer that provides equal employment opportunities to all qualified employees/applicants in all of our employment practices without regard to race, religion, color, sex or gender (including gender identity, pregnancy, childbirth, lactation, pregnancy-and childbirth-related medical conditions), sexual orientation, national origin, ancestry, age, uniform-service member/veteran status, marital status, medical condition, physical or mental disability, taking/requesting statutorily protected leave, or any other basis protected by law.