



SENIOR ATTORNEY

Safe Passage Project is a nonprofit organization that provides free legal services to immigrant children living in New York. We fundamentally believe no child should face immigration court alone and our team works together to advocate for the fair, compassionate and equal treatment of all immigrant children.

POSITION SUMMARY:

The Senior Attorney will be joining a small group of dedicated public interest attorneys. The Senior Attorney will mentor pro bono attorneys in providing legal representation in immigration and other related proceedings, including cases involving asylum, Special Immigrant Juvenile Status, and other forms of immigration relief. The Senior Attorney will be part of Safe Passage Project's New York City team and will report to the Director of Legal Services.

Responsibilities:

- Supervise and mentor *pro bono* volunteers with Safe Passage Project.
- Participate and assist in Safe Passage Project's legal screenings.
- Represent minors in removal proceedings before the Executive Offices for Immigration Review (EOIR) in New York, Asylum Office, USCIS, and Family Court. The Senior Attorney will have a minimum of 5 direct cases.
- Collaborate with Senior Staff in the analysis and creation of legal strategies as well as collaborate in the creation of policies and strategies for the Safe Passage Project.
- Supervise and provide detailed reporting statistics on each case mentored and represented directly.
- Prepare training and materials to present at Safe Passage Project trainings.

Qualifications and Requirements:

- J.D. degree and admission to New York State Bar required;
- Five (5) or more years' experience as an attorney, three (3) or more of which is working in immigration or family law;
- Spanish Language skills preferred;
- Excellent written, analytical, oral, organizational and time management skills;
- Experience working with diverse communities (preferred);
- Experience working with children (preferred);
- Ability to work independently as well as collaboratively on an interdisciplinary team in a fast-paced, high intensity environment;
- Must be ready to grow and learn with the Safe Passage Project Team.

Salary: \$65,000 + depending on experience.

GENERAL INFORMATION: The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities and skills required of personnel so classified.

Safe Passage Project is an equal opportunity employer. Women, People of Color, LGBTQ People, Veterans and people with disabilities are encouraged to apply.

All interested applicants must email a cover letter, resume, short writing sample, and three references electronically to jobs@safepassageproject.org. Please use the subject line “Senior Attorney Position” in your email.