

JOB ANNOUNCEMENT

Position	Directing Attorney – Immigration Unit (Full-time)
Organization Description	<p>The Public Law Center (PLC), Orange County's non-profit <i>pro bono</i> law firm, is committed to providing access to justice for low-income residents. Through volunteers and staff, PLC provides free civil legal services, including counseling, individual representation, community education, and strategic litigation and advocacy to challenge societal injustices. Now in its 36th year of service, PLC works with more than 1,400 volunteer lawyers, paralegals and law students from throughout the county who volunteer their time and expertise. The Immigration Unit provides assistance in the following areas: “U” visas, “T” visas, Asylum, SIJS, DACA, naturalization, and deportation defense. The Directing Attorney would be expected to provide assistance in these areas through direct representation and providing technical assistance to our pro bono volunteers.</p>
Qualifications	<ul style="list-style-type: none"> • Active membership in the California State Bar; Minimum seven (7) years experience in the practice of law primarily handling immigration matters • Experience handling victim based relief including “T” visas, “U” visas and VAWA petitions; experience handling SIJS matters, asylum claims, naturalization and deportation defense • Demonstrated ability in the development of strategies to resolve complex problems with a broad impact on the community • Demonstrated commitment working with volunteer lawyers and law students; experience supervising and helping the professional development of lawyers and/or law students • Demonstrated ability to work collaboratively with others in a team environment, including experience co-counseling with other lawyers • Strong public speaking skills and ability to train a variety of audiences, from clients to pro bono attorneys • Ability to take initiative and work under pressure with limited supervision • Bilingual English/Spanish or English/Vietnamese a strong plus • Must have own transportation, valid CA Driver’s license, insurance and good driving record
Duties and Responsibilities	<ul style="list-style-type: none"> • Provide direct legal services to low income clients in the areas handled by the Immigration Unit • Develop and implement the vision, mission and goals of PLC’s Immigration Unit • Supervise attorney, paralegal and law student staff members • In coordination with the Executive Director and other senior staff, develop and execute strategies, including policy advocacy and impact litigation, to resolve immigration problems with a large impact on the community • Serve as a member of PLC’s leadership team and actively participate in office wide management activities • Work collaboratively with other PLC substantive units, as well with other

	<p>legal services providers, community groups, and government officials</p> <ul style="list-style-type: none"> • Develop local, state and federal policies addressing immigration issues • Oversee case referrals and provide support to volunteer attorneys and law students • Represent PLC at legal networking and community outreach events • Help organize and coordinate immigration legal services through clinics and workshops throughout Orange County • Provide training to pro bono attorneys, volunteers, partner organizations and the community as needed • Represent PLC at legal networking and community outreach events • Oversee grant management and reporting; assist in the immigration grant application process • Full time position; occasional evening and weekend work required • Other duties as assigned
Salary & Benefits	<ul style="list-style-type: none"> • Salary dependent on experience; range of \$65,000 to \$90,000 • Competitive benefits provided
	<p>Please submit resume, cover letter and writing sample (10 pages or less) to Grace Landa at: glanda@publiclawcenter.org. Please no phone calls. APPLICATION DEADLINE: December 15, 2017 The Public Law Center is an Equal Opportunity Employer.</p>