



**JOB ANNOUNCEMENT**  
**STAFF ATTORNEY – FLORENCE/ELOY PROGRAM**  
**FLORENCE OFFICE**  
[www.firrp.org](http://www.firrp.org)

**The Organization**

The Florence Project was founded in 1989 to respond to a representation crisis for indigent non-citizens detained at the rural Immigration and Customs Enforcement (ICE) Detention Center in Florence, Arizona. Through our programs today, we provide services to the more than 4,000 men, women, and children that are detained in Arizona on any given day. The Florence Project is nationally known for its legal service delivery systems which ensure that detained people are empowered and have access to justice. The Florence Project provides high quality legal services and supports initiatives for national changes in immigration law and policy.

**The Staff Attorney Position**

The Florence Project has an opening for a staff attorney, serving detainees in Florence and Eloy, Arizona. The staff attorney provides pro bono legal services to men and women in ICE custody, working in four detention centers in Florence and Eloy, Arizona. The staff attorney will work on a team with other staff attorneys and legal assistants, providing group “Know Your Rights” presentations, individual intakes, group and individual court counseling and prep sessions, and pro se services to immigrants facing removal proceedings before the Immigration Court. On a limited basis, the staff attorney will also fully represent detainees in merits proceedings before the Immigration Court and Board of Immigration Appeals, especially detainees with mental health issues. The staff attorney will also supervise law student interns and other volunteers, refer cases to the Florence Project’s pro bono and social services program, and participate in related advocacy and outreach projects.

The Adult Program is headquartered in Florence, AZ, approximately one hour south of Phoenix and one to one and a half hours north of Tucson, allowing access to clients detained in Florence and Eloy facilities. The position will work from the Florence office, and has the flexibility to work 1-2 days per week from our Phoenix or Tucson offices with the possibility for additional flexibility based on individual circumstances.

**Requirements**

**Fluency or advanced proficiency in Spanish is required.** The applicant must be licensed to practice law in any state or have registered to sit for the next bar exam. Recent law student graduates are encouraged to apply. We seek applicants who have a demonstrated commitment to immigration issues and public interest law, who enjoy working in a collaborative, high volume, and energetic work environment, and who are flexible team players. Prior advocacy, practice, or clinical experience in immigration or criminal law and experience working with indigent clients is preferred. Prior advocacy work in immigrant rights, human rights, LGBTQ rights, criminal justice, mental health advocacy, or experience working with trauma survivors is a plus.

## **Salary and Benefits**

This is a full-time, salaried-exempt position. Starting annual salary is \$63,000. Florence Project strives to create and uphold a positive, supportive, and inclusive work environment for staff. We offer excellent benefits, including medical, dental, vision, and life insurance, with full premiums paid by the Florence Project. We also provide mileage reimbursement for travel between offices and places of work. After two years of employment, staff members are eligible for the employer matching retirement plan. Paid time off includes one personal day each month in addition to fifteen days of vacation and twelve days of sick/medical leave annually, four weeks maternity-paternity leave (up to twelve weeks total, with option to use personal, vacation, and sick paid time off for unpaid portion), and bereavement leave. The Florence Project observes all federal holidays. After three consecutive years of employment with the Florence project, staff members are eligible for an eight week paid sabbatical.

## **Application Process**

To apply, please email a resume, letter of interest, three professional references, and writing sample to **jobs@firrp.org**, with “**Staff Attorney – Florence Office**” in the subject line. Applications will be considered on a rolling basis, so applicants are encouraged to apply as soon as possible. Recent law graduates are encouraged to apply. Only applicants selected for an interview will be contacted. The Florence Project values diversity in the workplace and strongly encourages applications from people of color, LGBTQ individuals, individuals with disabilities, and members of under-represented communities.