



**JOB ANNOUNCEMENT
ASYLUM ATTORNEY**
www.firrp.org

THE ORGANIZATION

The Florence Immigrant & Refugee Rights Project (FIRRP) is the only organization in Arizona that provides free legal and social services to detained immigrants. Immigrants facing deportation do not have the right to a public defender. Without representation, many will lose their case and be sent back to the conditions they are fleeing. For some, this is a death sentence. We strive to address this injustice by increasing representation and pro bono placement for individuals, and creating pro se empowerment initiatives to assist individuals representing themselves in court. We are nationally known for our legal service delivery systems and materials. Our vision is to ensure that all immigrants facing removal have access to counsel, understand their rights under the law, and are treated fairly and humanely.

ASYLUM ATTORNEY POSITION

The Florence Project is hiring a full-time attorney to provide direct representation to women and men in immigration removal proceedings detained in Florence and Eloy, Arizona. The attorney will work primarily with clients who have asylum or other fear-based claims of relief. The attorney in this position provides direct representation, including representation in immigration proceedings and custody redetermination hearings before the Immigration Court, representation before the Board of Immigration Appeals, and other related services reasonably necessary to complete these proceedings. The attorney may handle a small caseload of non-asylum cases, help conduct asylum workshops for detainees, and will assist with other Florence Project legal duties on an as-needed basis for coverage. The attorney will also offer trainings to staff and the community about asylum law and best practices, and network with local and national organizations as appropriate.

This position is based in the Florence Project's office in central Phoenix, with regular travel to Florence, AZ, approximately one hour south of Phoenix. This is a full-time litigation position that requires frequent time spent in detention facilities in Eloy and Florence, visiting clients and attending court.

QUALIFICATIONS

- J.D. and admission to any state bar, and 1-3 years experience.
- Fluency or professional proficiency in Spanish.
- Demonstrated commitment to advocating for indigent immigrant clients in a respectful and empowering way, zealous support of the Florence Project's mission, and displays a commitment to diversity and inclusion.
- Highly organized, able to be an innovative thinker and work in high volume setting with limited resources.
- Strong litigation experience and/or oral advocacy skills.

- Strong legal research and writing skills.
- Strong interpersonal skills and the ability to work with diverse populations.
- Ability to communicate effectively verbally and in writing.
- Excellent problem solving, research and analytical skills, is able to effectively manage multiple projects and meet deadlines.
- A hardworking, flexible, respectful team player that can work effectively in a collaborative, innovative, and client centered work environment. Can also work independently, and is adaptable and reliable in the face of conflict, pressure, crisis or changing priorities.
- Exhibits high ethical standards and the ability to maintain confidentiality.
- Proven computer skills.
- Must be able to pass federal and state background checks.
- Must have a valid driver license and reliable transportation.

SALARY AND BENEFITS

This is a full-time, salaried exempt position. Starting salary is competitive in our network. The 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 one year 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, six weeks paid 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

This is an immediate opening. To apply, please send a cover letter, resume, and three professional references and writing sample to jobs@firrp.org with “**Asylum Attorney**” in the subject line. Applications will be considered on a rolling basis, and we encourage applicants to apply as soon as possible. Only applicants considered 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.

This job announcement is for informational purposes only, and is subject to change and modification without notice. This job announcement includes a non-exhaustive list of responsibilities, qualifications and requirements of the position, but does not include the essential job functions of the position.