



Staff Attorney, Immigration Law Practice

NSLAC is proud of its friendly and flexible work environment—we are open to candidates seeking a full-time or part-time position, as well as to the attorneys returning to the workforce after taking some time off.

The mission of the North Suburban Legal Aid Clinic (NSLAC) is to provide accessible, quality, equitable, free legal services in the areas of domestic violence, housing, and immigration to give low-income, at-risk community members access to justice and the opportunity to live productive and secure lives.

NSLAC is a 7-year-old dynamic nonprofit with a collaborative culture and the goal of becoming the model legal aid organization focused on suburban communities.

The Staff Attorney (full-time or part-time) who joins our Immigration Law Practice team will be expected to assume the following responsibilities:

- Provide direct representation on complex cases (Asylum, U Visa, VAWA, Removal Defense, SIJS and TPS);
- Collaborate with and provide legal advice to pro bono attorneys and DOJ accredited representatives on their immigration law caseload;
- Work with Director of Immigration Law Practice on developing and maintaining training standards and materials for all immigration staff;
- Monitor changes to immigration law, regulations, and policy;
- Prepare for significant changes in immigration law and their impact on client services;
- Represent NSLAC at community functions, and at other events as requested;
- Conduct Know Your Rights presentations and Emergency Toolkit (Action Plan) workshops;
- Supervise intakes at off-site Immigration Clinics at NSLAC's partnering suburban organizations;
- Perform other responsibilities needed to ensure NSLAC team's success.

Qualifications/Skills:

- J.D. degree required;
- Authorized to Practice law in IL or other jurisdiction;
- 1-4 years in an immigration law practice;
- Immigration Court experience preferred;
- Fluency in Spanish or a second language is required;
- A demonstrated team-player with exemplary interpersonal skills in collaborating and communicating with others;
- Ability to succeed in a fast-paced nonprofit start-up environment.

Salary range: \$60,000-\$70,000 depending on experience. Generous vacation policy. Health, dental, vision, life insurance, and 401(k) provided.

Interested candidates should submit their resume with the cover letter to info@nslegalaid.org

NSLAC is an equal opportunity employer.