



Staff Attorney, Immigration Law Practice

North Suburban Legal Aid Clinic is seeking a full-time **Staff Attorney** to join its **Immigration Law Practice**.

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

Job Responsibilities:

- Provide direct representation on complex cases (Asylum, U Visa, VAWA, Removal Defense, SIJS and TPS);
- Provide legal screenings for clients in-house, at off-site clinics and at workshops;
- Attend two workshops per week at various locations for legal screenings and application preparation;
- 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;
- 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;
- 2-4 years in an immigration law practice;
- Immigration Court experience preferred;
- **Fluency in Spanish is required;**
- A demonstrated team-player with exemplary interpersonal skills in collaborating and communicating with others;
- Ability to drive to off-site clinics and workshops on a regular basis;
- Ability to succeed in a fast-paced nonprofit start-up environment.

Salary/Benefits:

- \$70,000-\$80,000 commensurate with experience
- Hybrid work schedule
- Generous vacation policy



- Health, dental, vision, life insurance, and 401(k)

Interested candidates should apply at: <https://nslegalaid.bamboohr.com/careers>

NSLAC is an equal opportunity employer.