

Position Title: Asylum Staff Attorney

Salary Range: \$65,000-70,000

Benefits: Comprehensive benefits package includes employer-paid medical benefits, 403(b) retirement savings account with 3% employer match, generous PTO policy with 2-week paid end-of-year leave, hybrid/flex work schedule, and Employee Assistance Program (EAP) to support our employees in times of crisis and mental health struggles.

Job Description:

The Georgia Asylum and Immigration Network (GAIN), a nonprofit organization that provides free immigration legal services to asylum seekers and immigrant survivors of crime, is seeking a full-time immigration attorney for its Asylum Program. The attorney will be responsible for providing legal services to immigrant survivors, with a particular focus on asylum-seekers.

Responsibilities:

- Conduct client intake, consultation, case assessment, and ongoing case management;
- Research and draft legal documents;
- Provide direct representation to immigrants seeking relief and/or benefits before USCIS, EOIR, the State Department, and the federal courts, with a focus on asylum cases;
- Provide pro se immigration legal assistance to immigrant survivors of crime and persecution;
- Contribute to special programming and projects such as pro se immigration legal clinics and legal orientations;
- Participate in GAIN's outreach, community education, and development efforts;
- Work collaboratively with social service and law enforcement agencies;
- Perform administrative tasks related to grant reporting and other requirements;
- Provide support to other GAIN staff on cases; and
- Perform other tasks as required and directed by supervisory staff.

Requirements:

- Juris Doctor degree;
- Admission to the bar of any state in the U.S. - Georgia bar preferred (but not required);
- Spanish or other second language fluency: oral and written (preferred but not required);
- 1-3 years of experience practicing immigration law: affirmative and defensive asylum experience preferred;
- Demonstrated commitment to immigrant rights and willingness to support GAIN's mission, vision and values;
- Excellent written and oral communication skills;
- Commitment to working in a diverse working environment;
- Strong organizational skills and ability to work independently; and
- Proficiency in use of web-based software, MS Word, MS Excel, and MS PowerPoint.

Other Qualifications:

- Ability to work compassionately and effectively with survivors of trauma;
- Strong writing skills and meticulous attention to detail;
- A demonstrated interest in low-income legal services and/or a commitment to civil liberties and immigrants' rights; and
- Ability to work effectively and communicate with community partners.

How to Apply:

To apply, please send resume and cover letter to: jobs@georgiaasylum.org

GAIN is an equal opportunity employer. We strongly encourage and seek applications from people of color, including bilingual and bi-cultural, and LGBTQIA+ individuals. We are dedicated to providing a work environment free from discrimination and harassment, and where employees are treated with respect and dignity.