Description:

**ABOUT US**

Sanctuary for Families is New York's leading service provider and advocate for survivors of domestic violence, sex trafficking and related forms of gender violence. Every year, Sanctuary empowers thousands of adults and children to move from fear and abuse to safety and stability, transforming lives through a comprehensive range of services. We provide a range of wrap-around services to help survivors rebuild their lives in the aftermath of abuse, and work to end gender violence through three key strategies: direct services, outreach and training, and systems-change advocacy. Our services are available in 11 locations throughout New York City.

**POSITION OVERVIEW**

The Senior Staff Attorney is a key position within Sanctuary for Families' Immigration Intervention Project, a legal services project that represents thousands of survivors of domestic violence, other forms of gender based violence, and human trafficking in a broad range of immigration matters. The Senior Staff Attorney will work within Sanctuary for Families' Gender-Based Asylum Rapid Response Initiative. In particular, the Senior Staff Attorney will create and expand a Pro Se Asylum Project in collaboration with pro bono partners to deliver trauma-informed legal assistance and representation to survivors of domestic violence, human trafficking, sexual assault, and/or other forms of gender-based violence seeking U.S. asylum. This Senior Staff attorney might also mentor and/or supervise project assistants, volunteer attorneys, legal fellows, and/or interns.

Other responsibilities include conducting community outreach and education, and collaborating with other agencies, to best assist and empower immigrant survivors of domestic violence, other forms of gender based violence and human trafficking and to advocate on their behalf with systems affecting their lives. The Senior Staff Attorney also educates the public, social service agencies, law enforcement agencies, communities around New York State, and political representatives about issues pertaining to gender based asylum claims.

**RESPONSIBILITIES**

* Lead a project in collaboration with pro bono partners to deliver trauma-informed pro se legal assistance and/or representation to survivors of domestic violence, human trafficking, sexual assault, and/or other forms of gender-based violence seeking U.S. asylum;
* Represent immigrant survivors of gender-based violence, in asylum-related proceedings, before U.S. Citizenship and Immigration Services (USCIS), the Executive Office for Immigration Review (EOIR), and appellate courts;
* Advocate with U.S. Citizenship and Immigration Services and/or advocate and engage in motion practice to the Executive Office for Immigration Review, Board of Immigration Appeals, Administrative Appeals Office, and/or federal courts for the best possible outcome in clients' cases;
* Train, supervise and mentor *pro bono* and in-house attorneys, support staff, and interns and volunteers on gender-based asylum.
* Design and deliver training curricula on immigration relief options and trauma-informed lawyering to educate the public, legal service providers, community-organizations and other social service providers about issues pertinent to immigrant victims of gender violence and trafficking.
* Conduct screening interviews with immigrant survivors of gender-based violence to assess eligibility for asylum and other immigration relief under United States immigration law;
* Maintain timely and accurate records in electronic database of current and potential clients;
* Represent Sanctuary for Families at community events and on advocacy committees and task forces;
* Advocate on behalf of clients with city and state agencies and institutions on issues of eligibility for housing, education, and public benefits;
* Advocate on behalf of clients in family and criminal court proceedings, as needed;
* Collaborate with community-based organizations, legal services providers, district attorney's offices, other local, state, and federal law enforcement agencies, and health care providers to improve responses to immigrant survivors, and to educate and provide technical assistance on issues relating to immigrant clients.
* Contribute to Sanctuary's efforts to educate the public, local, state, and federal law enforcement agencies, social service agencies, community-based organizations, and elected officials about issues related to immigrant victims of domestic violence; develop written materials and curriculum for such purposes.
* Refer victims of domestic violence and gender based violence to appropriate legal and social services within and outside of Sanctuary for Families;
* Perform any other Department or agency-related duties or special projects as assigned by the Legal Center Director and the Director of the Immigration Intervention Project.

Requirements:

* Admitted to practice law in a state bar;
* Minimum of five (5) years of experience in immigration law;
* Experience working in the field, preferably in a non-profit setting, to assist survivors of domestic violence, other forms of gender-based violence, and/or human trafficking;
* Bilingual English and a relevant community language (e.g. Spanish, Mandarin, Hindi, Russian, etc.);
* Excellent judgment;
* Strong writing, research, and analytical skills;
* Strong communications and leadership skills;
* Excellent interpersonal skills;
* Ability to work independently and under pressure;
* Ability to work on complex immigration cases;
* Ability to motivate, inspire, and manage staff;
* Ability to do systems change advocacy;
* Energetic and passionate about Sanctuary's mission of ending gender-based violence and human trafficking;
* Deep understanding of and ability to work well with people of diverse ethnic, cultural, religious, educational, and socioeconomic backgrounds.

**Budgeted Salary: $80,000 - $85,000 annually**

**Work position is currently Hybrid; must be able to meet job location schedule obligations**

**Vaccination Policy: Proof of vaccination or proof of 1st dose with scheduled 2nd dose within 30 days is required.**

**Benefits:**

* Health, Dental and Vision Insurance
* Employer-paid life insurance
* Employer retirement contribution
* Paid time off
* Flex spending account
* Student loan assistance
* Tuition reimbursement program
* Gym reimbursement program

*All qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristics, marital status or domestic violence victim status, and other categories protected under Federal, New York state or New York city laws. Sanctuary for Families follows the requirements of the Human Rights Law including with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.*

***People of color, trans and gender non-conforming people, people with disabilities, and survivors of gender-based violence are strongly encouraged to apply.***

*We recognize that the safety, healing and self-determination of survivors of domestic violence and related forms of gender violence is at the intersection of racial, gender, economic, immigrant, LGBTQ+, and disability justice, as well as many other critical issues. In order to realize our mission, Sanctuary strives to center DEI principles at every level of the organization and continues to deepen that commitment.*

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