



Full-time Attorney Job Description

Title: Attorney

Start Date: Flexible

Hours: Full-time; Monday-Thursday 8am-6pm

Supervisor: Attorney Erin Schutte Wadzinski

Location: 222 10th Street, Worthington, Minnesota (open to some but not all work being done remotely)

What You Will Be Doing:

- Represent individuals in immigration matters such as asylum, Special Immigrant Juvenile Status, U visas, family petitions, immigrant visa applications, adjustment of status, and naturalization
- Hold initial consultations with individuals to understand their immigration situation and provide legal guidance on available options for relief
- Defend individuals in removal proceedings by liaising with Immigration Court and representing clients during hearings
- Represent clients in affirmative applications with US Citizenship & Immigration Services
- Supervise legal assistant(s) and interns
- Assist with legal education efforts, including planning and providing workshops, producing legal education materials, and conducting outreach to social service and community-based organizations

What We Are Looking For:

- You have your J.D. and admission to a State Bar (Minnesota preferred but not required) or will be graduating law school in Spring 2023
- You have a genuine willingness to embrace individuals from all regions of the world, regardless of race, religion, national origin, social class, sexual orientation, political view, or any other categorization
- You have interest in a comprehensive approach to meeting the needs of immigrants and their family members
- You are a creative thinker with superior communication skills
- You have excellent organization skills, time management and record keeping skills, including the ability to work independently, assess priorities, take initiative, handle multiple assignments, and meet deadlines
- You have excellent interpersonal skills, including the ability to work collaboratively and to effectively interact with young people, management, and program staff

Salary:

Commensurate with experience