



Position/Title: **Staff Attorney, Removal Defense Programs**

Status: Full time; exempt

Salary Range: \$51,000 - \$59,000; dependent upon experience

Position Description: The Staff Attorney provides Legal Orientation Program (LOP) services to detained immigrants and represents clients facing deportation before immigration courts and the Board of Immigration Appeals (BIA).

Job Purpose and Activities:

- Represents non-citizen adults facing deportation and detained at the Moshannon Valley Processing Center (MVPC), Berks County Residential Center (BCRC), or non-detained and residing in south central Pennsylvania. Cases include a wide scope of removal defense before immigration courts, the BIA, and the Third Circuit Court of Appeals. Cases selected under both a particular vulnerabilities model and a universal representation model.
- Conducts legal intakes and screenings of prospective clients for representation.
- Provides non-representational legal orientation services under the Legal Orientation Program to detained groups and individuals seeking to self-represent.
- Works with program coordinators to ensure all client data is properly recorded and entered into appropriate case management programs and databases.
- Works with Managing Attorney to maintain and navigate relationships with governmental agencies, nonprofit legal service providers, community-based organizations, and other stakeholders.
- Works closely with the Managing Attorney and Executive Director to ensure compliance with contractual and grant requirements for PIRC's Removal Defense Programs.
- Other tasks and projects, as assigned.

Qualifications and Experience:

- Law degree and licensed to practice law or pending application before the bar of any state in the U.S. required.
- Passion for PIRC's mission and demonstrated commitment to immigration issues and public interest law strongly preferred.
- Fluency in Spanish, both written and verbal, required. Other language skills beneficial.
- Excellent research, writing, and oral advocacy skills.
- Effective communication and interpersonal skills.
- Well-organized and able to work well independently and collaboratively under pressure.
- Willingness to help develop and improve efficiencies in programs and the organization.
- Keen sense of personal initiative and ability to manage multiple tasks without extensive supervision.

Other:

- Reasonable accommodations may be made to enable individuals with disabilities to perform the job purpose and activities outlined above.
- Ability to travel to Philadelphia Immigration Court, MVPC, or BCRC as needed.
- Must successfully pass FBI and Child Abuse Clearance background checks.

Physical Requirements: *The physical requirements described are representative of those that must be met by an employee to successfully perform the essential functions of this job.*

- Employee is regularly required to talk or hear. The employee is frequently required to stand, walk and use hands to finger, handle or feel; and reach with hands and arms.
- Employee is required to have close visual acuity to perform activities such as preparing/analyzing data, viewing a computer terminal and extensive reading.
- Employee is not substantially exposed to adverse environmental conditions.

About York: *Historic York County, located in the Susquehanna River Valley of South-Central Pennsylvania, is a short drive from Lancaster, Harrisburg, and Baltimore, and within easy access to Philadelphia, Washington, D.C., Pittsburgh and New York City. With its low-cost living, the Susquehanna River Valley offers a quality of life, with Lancaster ranking in the top 25 places to live in the U.S.*

Why PIRC: *For immigrants in our community and in detention, the Pennsylvania Immigration Resource Center (PIRC) provides a unique combination of immigration legal services, advocacy, and education that provide protections to the most vulnerable immigrants in Pennsylvania. PIRC is an experienced provider of free, accessible, multilingual immigration services that empower, protect, and transform lives. The staff at PIRC is its greatest strength. At PIRC, staff work in a collaborative environment that encourages the sharing of ideas and victories, no matter how large or small. PIRC offers a comprehensive benefits package including medical, dental and vision insurance, SIMPLE IRA with employer match, life insurance, generous paid leave and flexible policies reflecting the organization's commitment to self-care. Members of PIRC are passionate, intelligent, and hardworking individuals all committed to the common cause of providing access to justice for immigrants.*

To Apply: Please send a cover letter, résumé and three references to Ryan Brunsink, Managing Attorney for Removal Defense Programs, at rbrunsink@pirclaw.org or to PIRC, Attn: R. Brunsink, P.O. Box 20339, York PA 17402.

Applications will be accepted on a rolling basis until the position is filled. The Hiring Committee will begin screening resumes upon receipt.

PIRC is an equal opportunity employer. We value a diverse workforce and an inclusive workplace. PIRC encourages applications from all qualified individuals, without regard to race, religion, gender, sexual orientation, gender identity or expression, age, national origin, disability, marital status, citizenship or any other consideration prohibited by law.