

## **(Senior) Staff Attorney**

### **ABOUT THE CENTER FOR GENDER & REFUGEE STUDIES**

The [Center for Gender & Refugee Studies \(CGRS\)](http://cgrs.uchastings.edu) defends the human rights of refugees seeking asylum in the United States. With strategic focus and unparalleled legal expertise, CGRS champions the most challenging cases, fights for due process, and promotes policies that deliver safety and justice for refugees. We are the trusted partner and proven resource for legal services providers and human rights organizations and bring invaluable data and compelling personal stories to shape the public narrative. We use strategic litigation to advance sound asylum laws and protect due process rights. Through policy advocacy and education, we provide critical expertise to policymakers at all levels of government, leading the movement to honor our commitments to refugees and asylum seekers under U.S. and international law. Through technical assistance and training, we empower advocates to take on complex asylum cases, providing them with the tools they need to craft winning arguments and secure protections for their clients. CGRS is committed to building an anti-racist and anti-oppression organization that lives its values internally and externally.

### **THE ROLE AND RESPONSIBILITIES**

CGRS is seeking a highly motivated individual passionate about refugee rights with a strong commitment to working with directly impacted individuals and their lawyers and using litigation in combination with other advocacy strategies to promote the rights of asylum seekers. The position is a dynamic one that will reflect the vision and flexibility of the organization in the changing landscape of attacks on refugee rights.

The Staff Attorney will report directly to the CGRS Director of Litigation. This role will be focused on CGRS's Training & Technical Assistance and Litigation programs and will be involved in CGRS other core program area of Policy & Advocacy as it relates to ongoing attorney mentorship and litigation efforts. Working in close collaboration with other members of the legal program staff, the Staff Attorney will be responsible for the following:

- Design and conduct trainings, including in-person and webinars or other presentations as well as research and write on key legal issues for public dissemination, including practice advisories and other resource materials.
- Respond to attorney requests for technical assistance at all levels of adjudication, including consulting on legal strategy, reviewing, and providing feedback on legal documents, and performing legal research.
- Collaborate in developing and leading innovative federal litigation and advocacy to protect and expand the rights of asylum seekers. This includes conducting factual investigations; performing legal research; drafting motions, briefs, and other court filings; conducting discovery; appearing in court; and maintaining communication with directly impacted individuals and community-based organizations.

- Develop and maintain relationships with the private immigration bar, pro bono counsel, non-profit immigration practitioners and other stakeholders supporting asylum seekers.
- Represent CGRS in various fora, including local, national, and international coalitions, working groups, and the press.
- Participate in other projects and duties across CGRS's core program areas on an as-needed basis.

## **REQUIREMENTS**

### **Education and Experience**

- J.D. degree and admission to practice law in California or Washington, DC, as well as state of residence if working remotely.
- At least five (5) years of experience representing individuals in asylum and other immigration cases in a defensive posture at different levels of adjudication including appeals and/or other relevant federal court litigation. \*Will consider exceptional candidates with less experience.

### **Knowledge, Skills and Abilities**

- Experience working in the immigrants' rights area preferred.
- Commitment to refugee, human rights, and/or social justice issues.
- Commitment to building and maintaining an inclusive, anti-racist working environment.
- Excellent legal research, analysis, fact investigation, drafting, and editing skills.
- Excellent oral communication skills.
- Experience mentoring and supervising junior attorneys, pro bono attorneys, law clerks, and/or support staff and interns.
- Experience training, teaching, or presenting on substantive immigration law and practical skills preferred.
- Ability to work independently and within a team.
- Ability to prioritize and meet deadlines.
- Willingness to travel.
- Fluency in Spanish or Haitian Creole a plus.

The position may be remote within the contiguous United States, but there is a strong preference for candidates who reside in California or the greater Washington, D.C. area.

**SALARY** \$80,000 - \$110,000

## **BENEFITS**

### **Health and Welfare Benefits**

- Comprehensive medical, dental and vision insurance coverage
- Flexible Spending Accounts for transportation-related, healthcare, and dependent care expenses
- Employee Assistance Program

## **For Your Financial Future**

- Life Insurance, Disability Insurance, and Legal Insurance
- University of California Retirement Plan (a defined benefit plan)
- Deferred Compensation Plans/Pre-tax Retirement Savings Programs

## **For Your Work/Life Balance**

- Fifteen paid holidays per year
- Generous vacation and sick leave
- Commuter Benefits Program

## **THE HIRING PROCESS**

To apply, please submit a cover letter and resume at [this link](#). **CGRS will review applications on a rolling basis and encourages individuals to apply by June 11, 2023.**

Failure to provide the information as required on the application and/or instructions to apply shall immediately disqualify an applicant from employment consideration.

Please note: This position has been designated as “sensitive” and requires a pre-employment background check.

*Federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please contact [Human Resources](#) if you require a reasonable accommodation to apply for a job. Examples of reasonable accommodation include making a change to the application process, providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.*

## **WHAT TO EXPECT**

Applicants who meet the position requirements will be competitively evaluated to identify the individuals whose breadth and depth of experience and education most closely relate to the stated requirements and the needs of the College. Not all applicants will be contacted for an interview.

## **The position is open until filled.**

The skills listed above are comprehensive, and we understand there are great candidates who possess only a subset of those skills, or who have other important skills. If you match some of these skills, please do not hesitate to apply. Qualified women and members of underrepresented minority groups are strongly encouraged to apply.

*UC College of the Law, San Francisco is an Equal Opportunity Employer. UC Law San Francisco strives to provide a diverse and inclusive educational environment that fosters cultural awareness, mutual understanding, and respect. UC College of the Law, San Francisco is interested in candidates who will contribute to diversity and equal opportunity in higher education through their teaching.*