API Legal Outreach is the largest social justice legal organization focused on the Asian/Pacific Islander, Latinx, and immigrant communities of the Greater Bay Area and the Central Valley. A community based organization founded in 1975, our mission is to provide culturally competent and linguistically appropriate direct services to the most marginalized segments of our community including low-income women, seniors, immigrants, and youth. With offices in Oakland and San Francisco, our work is focused in the areas of Gender based Violence, Immigration and Immigrant Rights, Disability Rights, Senior Law and Elder Abuse, Anti-Human Trafficking, Youth Violence Prevention, Anti API Hate Violence, the preservation of affordable housing and small businesses, and other social justice issues.

Position: **Staff Attorney -Immigrant Rights / Human Trafficking**

**Essential Functions:**
- Provide legal representation to low-income clients in all areas of immigration related remedies including representing unaccompanied minors and survivors of trafficking; removal defense, providing naturalization services, as well as assistance with U, T, and VAWA petitions.
- Conduct in-depth legal assessment with clients to identify potential immigration remedies, as well as other legal needs such as civil.
- Prepare and accompany clients to law enforcement interviews.
- Conduct community education and outreach.
- Staff clinics at sites accessible to consumers.
- Provide technical assistance and training to community and public agencies.
- Represent the organization at community, legal, funding, and other meetings.
- Supervise volunteers, interns, and pro bono attorneys, as needed.
- Assist with administrative and fundraising work of the organization.

**Job Related and Essential Qualifications:**
- Minimum of two years of litigation and/or work experience in low-income communities serving recent immigrants.
- Demonstrated commitment to social justice and serving underserved communities.
- Strong advocacy and courtroom skills representing LEP clients.
- Must be a member in good standing of the California or other US Bar; provisional bar candidates considered.
- Bilingual (Spanish, Cantonese, or other API language) and bicultural skills relevant to underserved communities.
- Ability to work independently; self-starter; detail oriented; to work well in a team oriented, multicultural work environment.
- Residence within 75 miles of API Legal Outreach office.

**Preferred Qualifications:**
- Experience with legal software such as Legal Server, Abacus, Essential Forms.
• California’s driver’s license and own vehicle.
• Strong preference will be given to those who have volunteered with API Legal Outreach.

Salary and Benefits:
• API Legal Outreach provides benefits including fully paid medical, dental, vision and life insurance; pre-tax flex spending accounts and commuter benefits; retirement 403(b) contribution; and generous paid leave (PTO, sick, sabbatical and fourteen paid holidays).
• Salary is commensurate with experience, ranging from $65,000 - $97,000 per year.
• Job Type: Full Time
• Start Date: Applications will be reviewed on a rolling basis.

If interested, send a cover letter and resume with 3 professional references to: Personnel Committee, jobs@apilegaloutreach.org. Position is open until filled.

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