



Staff Attorney- Immigration

Change Lives and Transform Communities – Join Our Immigration Team!

Neighborhood Legal Services of Los Angeles County (NLSLA) provides free assistance to over 160,000 individuals and families each year through innovative projects that expand access to justice. We see the law as a powerful tool for social change and we're looking for passionate individuals to help us fight for justice.

We value diverse perspectives and experiences, and we believe that a strong community is built through inclusivity. NLSLA is proud to foster an environment that welcomes individuals from all backgrounds and abilities, and we encourage all qualified candidates to apply.

About the Role

The Staff Attorney will work on the Immigration Team, representing survivors of intimate partner violence in applications for relief under VAWA and the U Visa, as well as T Visa and SIJS applications for this client base, where appropriate.

In this role, you would report to the Supervising Attorney. This position is non-exempt and temporary.

What You'll Do

- Work with clients to assess cases, prepare forms, declarations, and supporting documents
- Represent clients in front of USCIS and EOIR
- Ensure that NLSLA complies with funding requirements related to this position
- Participate in weekly case reviews to discuss and assign casework
- Participate in regular check ins with Supervisor
- Represent NLSLA in relevant community groups and networks and participate in community outreach and education

What You'll Need

- A JD from an accredited law school and active California State Bar license.
- Solid experience and understanding of immigration law.

- Knowledge of MS Office, Windows, business communication platforms, and web-based case management platforms.
- Ability to work collaboratively in a team setting, support clients with patience and sensitivity, execute grant deliverables, and prioritize delivery of high quality, trauma-informed services.
- Excellent interpersonal skills including being attentive to cultural needs and differences.
- Passion for NLSLA mission and demonstrated commitment to advocating for the legal rights of low-income individuals.
- Passion, empathy, and compassion for supporting people from different lived experiences.

Bonus Points if You

- Are bilingual in Spanish or another threshold language in Los Angeles County.
- Have experience working with survivors of intimate partner violence and/or have taken the California-mandated 40 hour Domestic Violence Advocate Program.

Why You'll Love Working with Us

At NLSLA, we believe in supporting our staff as they grow in their careers and live balanced lives. We offer:

- **Competitive Salary:** \$78,000–\$86,000, based on experience.
- **Work-Life Balance:** A 35-hour workweek and a hybrid work schedule to help you balance professional and personal commitments.
- **Generous Time Off:** 15 paid holidays, 2 to 5 weeks of vacation depending on seniority, and 12 days of sick leave. Exempt employees are eligible for compensatory time in accordance with company policy.
- **Comprehensive Benefits:**
 - Medical, dental, and vision insurance with a variety of plan options.
 - Basic Life and AD&D Insurance, Long-Term Disability Insurance.
 - 403(b) retirement plan and options for voluntary contributions.
 - Monthly bilingual supplement for qualified employees.
- **A Culture of Inclusion:** We are committed to fostering a respectful, inclusive work environment where everyone can thrive.

- **Perks:** Technology reimbursement to help you stay connected and equipped to do your best work.

Apply Today

Are you ready to make a lasting impact on the lives of vulnerable families in Los Angeles?

Apply now to join our team and be part of a mission-driven organization dedicated to justice and equity. [Click here to apply](#). Please provide a cover letter, resume, and writing sample on the application.

We are excited to hear from you!

Equal Employment Opportunity Policy

NLSLA is committed to provide a work environment that respects the dignity and worth of each individual and is free from all forms of employment discrimination based on each and every characteristic protected under the law and beyond.

Decisions related to hiring, compensating, training, evaluating performance, promoting, or terminating are made fairly, and are based on job-related qualities and abilities. We provide equal employment opportunities to all qualified candidates and employees. We examine our unconscious biases and take responsibility for always striving to create an inclusive environment that makes every employee and candidate feel welcome.

We further expect every member of the NLSLA community to do their part to cultivate and maintain an environment where everyone has the opportunity to feel included and is afforded the respect and dignity they deserve.

NLSLA's Commitments

We are committed to fostering a culture of inclusion and belonging within our organization and the communities we serve. We achieve this through:

- **Equitable Practices:** Regularly reviewing and revising policies, procedures, and decision-making processes to ensure fairness and access for all.
- **Meaningful Community Engagement:** Partnering with the communities we serve to co-create solutions and foster trust.

- **A Respectful Workplace:** Providing a work environment free from discrimination and where every individual is valued, heard, and respected for their unique contributions.