



## IMMIGRANT LEGAL DEFENSE CENTER (ILDC)

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Job Title: Bilingual Immigration Staff Attorney

Full-time (40 hrs./wk.), exempt position.

Job Location: Santa Barbara or Santa Maria, California (Hybrid Position)

Salary Range: \$80,000-\$85,000

### **ABOUT ILDC:**

The Immigrant Legal Defense Center's (ILDC) mission is to provide equal access to justice and due process to indigent immigrants residing in the Tri-County area by providing no cost legal representation in removal proceedings and before the U.S. Citizenship and Immigration Services agency and informing immigrants on their fundamental civil rights.

Additionally, the ILDC has integrated a Case Management and Counseling program into our removal defense program to advocate for the best interests of our clients inside and outside the immigration courtroom. We will provide wraparound clinical counseling and case management to address healthcare, mental health, economic hardship, food insecurity, housing, and educational needs, empowering our clients to pursue their educational and life goals.

We are a California public benefit nonprofit corporation with 501(c)(3) status.

To find out more about the ILDC and our services, please visit our website at: [sbimmigrantdefense.org](http://sbimmigrantdefense.org)

**OVERVIEW:** We are seeking a Bilingual Immigration Staff Attorney to provide legal services to unaccompanied immigrant children and individuals and families facing removal proceedings through zealous direct representation. ILDC supports remote work to allow for work-life balance. However, client meetings need to be conducted at an ILDC office.

This position will be based in our Santa Barbara or Santa Maria office location and reports directly to the ILDC's executive director.

### **ESSENTIAL FUNCTIONS:**

- Provide high-quality, client-centered representation for clients facing deportation proceedings;
- Determine eligibility for legal relief and develop legal strategy case plans;
- Some travel to ICE detention centers and other custodial settings to interview and prepare clients, take declarations, complete immigration benefit applications and provide legal advice;
- Represent individuals in court at initial or prolonged custody redetermination hearings, master calendar hearings, individual merits hearings and in ancillary state court proceedings;
- Represent clients before USCIS at asylum interviews, credible fear interviews, ICE check-ins and other immigration related appointments;
- Prepare and submit country conditions, declarations and other supporting evidence for applications to defend clients against removal;
- Work with country conditions experts, expert witnesses, psychologists and medical

- professionals to develop supporting evidence for immigration relief applications;
- Ensure entry of timely, accurate, and detailed case data into ILDC's case management systems;
- Support ILDCs overall mission by working closely with colleagues and ILDCs leadership on various initiatives through community engagement, peer mentoring and event participation.

### **QUALIFICATIONS AND REQUIREMENTS:**

- J.D. and active bar admission (California state bar required).
- Driver's License required.
- Advanced fluency in Spanish language required.
- At least one year of experience working with children, preferably immigrant and refugee children, and/or working with vulnerable populations, survivors of abuse, human trafficking, or other trauma.
- Possess some family law knowledge is a plus but not required.
- Experience working with law firm attorneys and/or other legal volunteers.
- Strong record of cultural competence and cross-cultural communication skills.
- Demonstrated ability to communicate effectively and persuasively both orally and in writing.
- Experience in immigration law (non-profit or private practice) is a plus, but not required as we are ready and able to provide training;
- Capacity to work both collaboratively and independently.
- Ability to be flexible and adapt to frequently changing circumstances, policies, and conditions affecting this dynamic work.
- Passion for social justice for immigrants required.

### **PHYSICAL DEMANDS AND WORK ENVIRONMENT:**

- Ability to work within an office environment, have regular interactions via telephone, video, and email with partners and stakeholders.
- Ability to travel long distances for hearings at the Los Angeles Immigration Courts and state court hearings in Santa Barbara County, Ventura County, and San Luis Obispo County.

### **WHAT WE OFFER:**

A career at ILDC offers the opportunity to work with a team of professionals driven by our passion for defending immigrants' rights to due process and empowering our clients to achieve their life goals. Our benefits include:

- \$1,500 salary enhancement for additional qualifying languages beyond English and Spanish
- Generous PTO, plus 10 holidays and a one-week winter break
- Medical, vision, accidental death and dismemberment insurance, dental benefits, and retirement benefits
- Monthly Wellness Stipend
- Generous Parental & Family Leave

The Immigrant Legal Defense Center (ILDC) is an equal opportunity employer. We encourage individuals from diverse backgrounds to apply.

**TO APPLY:**

- Review of applications will begin immediately and continue until the position is filled. Applicants are encouraged to apply as soon as possible. Submit: 1) cover letter, 2) resume, and 3) a list of three professional references. Include “Bilingual Immigration Staff Attorney” in the subject line. Please email application materials directly to [julissa@sbimmigrantdefense.org](mailto:julissa@sbimmigrantdefense.org).