

Job Posting
Immigration Attorney
November 2022

RefugeeOne is seeking a Full-Time Immigration Attorney for its Ukrainian Program.

About RefugeeOne:

RefugeeOne is the largest full-service resettlement agency in Chicago. Since 1982, we have welcomed nearly 20,000 refugees. We have resettled refugees from every major world crisis, including Rwandans and Bosnians fleeing genocide, Jews from the former Soviet Union, Cambodian survivors of the killing fields, the Lost Boys of Sudan, Iranians forced out by the Islamic Revolution, Syrians displaced by ongoing civil war, and currently Ukrainian newcomers.

RefugeeOne provides comprehensive services including Housing, English Language Training, Case Management, Employment Services, Youth Services, Health and Mental Health Programs, and Immigration Services.

Since April, RefugeeOne has welcomed more than 1,300 Ukrainian Parolees to the Chicagoland area, giving them a warm welcome and the opportunity to build a new life in safety.

Position:

RefugeeOne seeks an Immigration Attorney to be primarily responsible to file Asylum Applications for Ukrainian Parolees, or refer clients to pro-bono legal providers. The attorney will screen clients, counsel them on eligibility for Asylum, and prepare applications for submission.

Responsibilities:

- Set-up an intake and assessment system
- Provide legal counseling to Ukrainian Parolees resettled by RefugeeOne
- Prepare and file Asylum applications for a select number of cases
- Provide referrals to pro-bono legal service providers
- Provide follow-up and case representation
- Recruit and oversee volunteer attorneys and law students
- Represent RefugeeOne at legal networking and community outreach events
- Participate and help coordinate asylum clinics and workshops
- Supervise Immigration Program Assistant

Qualifications:

- J.D. Degree and license to practice law in Illinois
- 2-3 years experience in Immigration Law
- Demonstrated commitment to working with immigrant and refugee communities
- Excellent written and oral communication skills
- Ability to manage multiple tasks, and work independently and as part of a team
- Must be fully vaccinated against COVID-19 or have a valid medical reason for not being fully vaccinated

Salary and Benefits:

This is an exempt position. Salary is commensurate with experience. The employment package includes comprehensive health care insurance coverage, 401k employer match retirement account, and very generous vacation provisions.

To Apply:

Please submit a cover letter and resume to Jan Douglas at jdouglas@refugeeone.org.

NO PHONE CALLS, PLEASE