

Staff Attorney: Immigration Program

The Erie County Bar Association Volunteer Lawyers Project (VLP) is seeking a full-time attorney to join its Immigration Program, in Buffalo, NY. Immigration work handled by our Buffalo Office includes representation of immigrant crime victims, refugees, asylum seekers, and other low-income individuals in need of immigration assistance. This position is funded through the Office of Victim Services and the Victims of Crime Act funding. This position will work out of our Buffalo, NY office with an optional hybrid remote work schedule after the successful completion of the introductory period. Buffalo NY was rated 17th for Best Affordable places to live by US News and World Report 2021-2022.



Duties/Responsibilities:

- handle immigration matters for immigrant crime victims, including victims of domestic violence and human trafficking
- handle a variety of immigration work primarily before the Buffalo Immigration Court and U.S. Citizenship and Immigration Services, including removal defense, applications for U nonimmigrant status, T nonimmigrant status, VAWA self-petitions, permanent residence, and US citizenship
- train/supervise student interns and community volunteers
- some regional travel will be required between our Buffalo office and Batavia office, and occasionally to different locations in the eight counties of Western New York, as needed
- variety of other duties and projects

Requirements/Skills - Required:

- admitted to practice law in NY
- organizational skills to track and report required data about the work in a timely and accurate manner
- ability to work cooperatively with fellow staff and supervisors
- the means and willingness to travel (a driver's license and regular access to a vehicle are required)
- strong oral and written advocacy skills
- willingness to work independently while also taking direction and operating as part of a team
- organizational ability required to juggle many cases efficiently
- flexibility to handle other tasks which the attorney may be called upon to handle at VLP, such as community outreach and education

Requirements/Skills – Preferred:

- 1 year of experience in immigration law
- fluency in Spanish (strongly preferred but not required)
- demonstrated commitment to representing low-income immigrants

Those without previous experience but possessing the desired language skills are encouraged to apply.

TO APPLY: Please send a resume and a cover letter clearly explaining your interest and qualifications. Include contact information for 3 references, a 3-page writing sample, and send your materials to: Kerry Battenfeld, Supervising Immigration Attorney, ECBA Volunteer Lawyers Project, Inc. at kbattenfeld@ecbavlp.com. **We will be accepting applications until the position is filled.**

BENEFITS: Salary depends upon experience. VLP provides excellent benefits including fully paid health insurance, long term disability insurance, life insurance, a Simple Employee Pension Plan, and generous leave time. Dental insurance, FSA, Dependent Care FSA, and 403b plans are also available through employee contributions. The work atmosphere is congenial, respectful, and flexible.

Proof of COVID-19 vaccination is required unless the individual qualifies for a reasonable accommodation as required under the Americans with Disabilities Act, Title VII of the Civil Rights Act of 1964, the New York State Human Rights Law and/or guidance from the Equal Employment Opportunity Commission. VLP may grant requests for reasonable accommodations to this requirement on the basis of disability or sincerely held religious beliefs.