CFJC Part-Time, Grant-Funded Immigration Attorney Position

The Children and Family Justice Center (CFJC) is a comprehensive, multi-disciplinary children’s law office and part of the Bluhm Legal Clinic at Northwestern Pritzker School of Law. Since its founding in 1992, the Children and Family Justice Center has been a pillar of the Bluhm Legal Clinic by providing legal services to thousands of young people in conflict with the law in the immigration, juvenile, and criminal court systems.

The Children and Family Justice Center’s Immigration Law Project (ILP) strives to keep youth safe and families together. It does so by taking challenging cases and providing zealous, holistic representation to clients. ILP clients include children who arrive in the United States alone, immigrant youth involved in multiple legal systems, and parents at risk of separation from their U.S. citizen or immigrant children.

The ILP is expanding its practice and seeking a part-time immigration attorney (30 hours/4 days per week) to carry out and manage work related to a state-funded grant to improve access to justice for immigrants in Illinois. This position is grant-funded (grant ends June 2021), and continued employment is contingent on renewal of the grant.

Job Responsibilities

- **Direct Client Representation**
  - Screen individuals for legal relief
  - Represent immigrants in bond and removal proceedings
  - Prepare and submit applications for relief

- **Grant Management**
  - Draft compliance reports for the grant
  - Serve as the liaison between the Immigration Law Project and the grantor

- **Community Partner Liaison**
  - Cultivate and manage relationships with national and local immigrant legal service providers, community organizations, and advocacy groups
  - Manage case referrals from legal service providers and community partners

Minimum Qualifications

- J.D. from an ABA-accredited law school
- At least three years of immigration practice experience, preferably in a non-profit setting
- Spanish proficiency
- Illinois law license

Due to the COVID19 pandemic, this position will begin as a remote position, with the possibility of occasional travel to the Chicago immigration court, the Chicago asylum office, and other locations as necessary.

Please send a cover letter, resume, and list of three references to u-nzelibe@law.northwestern.edu. Applications will be reviewed on a rolling basis starting immediately. The anticipated start date is September 8, 2020.

Northwestern University is an Equal Opportunity, Affirmative Action Employer of all protected classes, including veterans and individuals with disabilities. Women, racial and ethnic minorities, individuals with disabilities, and veterans are encouraged to apply. Hiring is contingent upon eligibility to work in the United States.