



JOB ANNOUNCEMENT

Position: Supervising Staff Attorney
Location: Compton, CA
Pay Range: \$50 per hour
Hours: Part time (20 Hours per Week)
Start Date: Immediately

ORGANIZATION BACKGROUND:

Based in the City of Compton, Community Lawyers, Inc.'s mission is to increase legal service delivery in underserved communities. The organization, founded in 2005, realizes the challenges that individuals face in finding quality, ethical and affordable attorneys. Community Lawyers, Inc. (CLI) provides access to critical legal resources primarily to the communities of Compton, South Los Angeles, and Southeast Los Angeles County. CLI provides a robust array of direct legal services, educational, and advocacy programming to assist in reducing barriers to receiving quality no cost legal support services. Core programming includes monthly pro bono legal clinics, specialized workshops and immigration assistance, legal document preparation services, direct legal representation, and advocacy. All services ensure language accessibility with staff, volunteer attorneys, and other volunteers with multiple language fluencies including English and Spanish.

ABOUT THE POSITION:

CLI is seeking a dynamic individual who is experienced in immigration law to provide oversight to our BIA Accredited Representatives, Law Clerks, Staff Attorneys and Volunteer Attorneys. The ideal candidate supports CLI's mission and is committed to promoting access to justice through excellent legal counsel, advocacy and community education. We take pride in our commitment to delivering high-quality services while maintaining the utmost level of integrity and professionalism at no cost to the community. The candidate should be exceptionally knowledgeable in immigration law. It is preferred that the candidate has some understanding in family law, tenant's rights or special education. This is a hybrid position that is primarily based out of the Wilmington Public Library.

REQUIREMENTS AND QUALIFICATIONS:

- J.D. from an accredited law school
- Active Bar license in good standing (CA Preferred)
- Prior supervisory or team leadership experience (Preferred)
- Bilingual in Spanish and English (Required)
- 3+ years' experience in Immigration Law
- Prior work experience in the non-profit sector
- Excellent verbal, written, and communication skills

RESPONSIBILITIES:

- Oversee a team of volunteer attorneys and legal staff handling immigration cases
- Lead, supervise, and mentor staff and volunteers to ensure competent legal representation
- Review, edit, and approve the submission of pleadings, motions, and immigration benefit applications
- Develop and implement case strategies that align with our organization's goals and our client's objectives
- Lead a weekly case review session with staff and interns

- Provide ongoing resources, supervision and support to our legal staff and volunteer attorneys to promote professional growth
- Ensure the accuracy of data in case management system

Applications are accepted immediately. Please submit a resume, cover letter and list of references to our Program Director, Miss Cameron Parker at cparker@community-lawyers.org. ***Please include your state bar number on your application materials.*** Only applicants who are considered for an interview will be contacted.