



## **Job Announcement: Padilla Support Center Immigration Staff Attorney**

### Organizational Background

The Immigrant Defense Project (IDP) is a New York City-based nonprofit that works to secure fairness and justice for all immigrants by transforming the racially-biased criminal and immigration systems. IDP was founded over twenty years ago to address the crisis of escalating criminalization and mass deportation. Our work attacks the injustices at the intersection of the criminal and immigration systems via a multi-pronged strategy that includes strengthening immigrant defense through technical assistance and trainings, challenging unfair laws through impact litigation, shaping local, state, and federal policy through advocacy, and working alongside communities to build alliances and education.

IDP's Padilla Support Center (PSC) program is a Regional Immigration Assistance Center serving New York City. PSC staff work collaboratively with defense attorneys representing immigrants in criminal cases and Family Court Article 10 Abuse and Neglect proceedings. Our role is to help ensure immigrant clients understand the immigration consequences of their cases and help identify and negotiate for outcomes that mitigate negative consequences. We work with the Assigned Counsel Plan in the First and Second Department to provide support to 18b panel attorneys. We also work collaboratively with institutional public defenders in New York City and Regional Immigration Assistance Centers across the state to support high quality representation for New Yorkers through technical assistance, trainings and resources.

### Position Summary

**This is an exciting opportunity to work at the intersection of criminal and immigration law on both individual case advocacy, and large scale strategy, resource and training development for defense attorneys in one of the most diverse cities in the United States.** The Immigration Staff Attorney will work on the Padilla Support Center team. The Attorney's primary responsibility will be to advise assigned 18b panel attorneys representing immigrants in criminal cases in New York City, helping ensure they meet their obligations under *Padilla v. Kentucky*. The Attorney will carry a caseload of 30-50 active advisal cases under supervision of the Deputy Director for Legal Support and Resources. The Attorney will also work collaboratively with other IDP staff and allies to develop resources and training for defense attorneys and other stakeholders. The Attorney will contribute to projects with staff in the Assigned Counsel Plan in the First and Second Department to improve service protocols and respond to emergent issues.

### Job Responsibilities



- Advise appointed 18b counsel about the immigration consequences of plea and trial convictions, including:
  - Provide advice about gathering relevant immigration and criminal history information and documents;
  - Provide analysis of the immigration consequences of plea offers and potential trial outcomes;
  - Identify plea alternatives that mitigate negative consequences;
  - Collaborate with defense counsel to identify strategies for mitigating negative consequences;
  - Make referrals to legal services as appropriate.
- Keep accurate, timely notes about cases in the organization's online case management system and work with Padilla Support Center team to identify trends and strategies.
- Draft resources for criminal defense attorneys representing immigrant clients.
- Develop and conduct training for defense attorneys representing immigrant clients and other stakeholders.
- Participate in meetings with stakeholders about legal issues for immigrants charged with or convicted of crimes and protocols for defenders.

### Qualifications

- JD or LLM degree and bar admission in good standing in New York, or willingness and eligibility to promptly seek admission
- Two or more years of relevant experience. Relevant experience includes:
  - Advising defense counsel about the immigration consequences of convictions or representing immigrants with convictions in affirmative or defensive immigration cases; and
  - Experience representing people accused of New York Penal Law offenses in criminal cases.
  - One year of relevant clinical experience or relevant experience prior to law school may be counted towards required years of experience.
- Ability to issue spot potential negative immigration consequences and identify the impact of changes to criminal and immigration laws and policies.
- Respect for clients and strong commitment to mitigating negative immigration consequences and ensuring clients are informed about the immigration consequences of their case.
- Ability to work collaboratively with colleagues and stakeholders to consult on cases, develop resources and training, and revise service protocols.
- Ability to use web-based tools, including cloud-based case management system, Google Docs, Sheets, and Slides, and Zoom Webinar.



- Ability to manage an active case load advising on individual cases simultaneously while working on training and resource development responsibilities.
- Ability to explain complex crim-imm legal concepts to people without a background in crim-imm law both orally and in writing.

### Preferences

- Oral and written fluency in Spanish is preferred; oral fluency in another common NYC language is a plus.
- Experience and interest in New York Family Court, especially Article 10 Abuse and Neglect proceedings or in New York Appellate and/or Post-Conviction Relief practice.
- Ability to identify opportunities for outreach to 18b attorneys and work closely with ACP to increase service provision.
- Background in criminal defense, especially New York criminal sentencing law and/or procedure.

### Location

The Attorney may be required to provide regular in person trainings in New York City in the future and therefore must be able to commute to New York City for events. Currently, IDP staff are working remotely or in a hybrid model. We are mindful of the need to keep our staff healthy to ensure we can achieve our mission in the long term and believe many people thrive by working remotely and using a flexible schedule.

### Salary and Benefits

The salary range for this position starts at \$73,000 and is commensurate with relevant experience. IDP offers a generous benefits package including:

- 20 vacation days, 23 additional holidays, and summer Fridays
- Stipend for cell phone and other work from home expenses
- Paid six-week sabbatical after 6 years of employment
- Generous medical and dental benefits
- Commuter benefits, flex spending accounts and generous 401k matching program

### To apply

We are looking to fill this position as soon as possible and will be screening applications and interviewing on a rolling basis. Please submit a cover letter and resume to [jobs@immdefense.org](mailto:jobs@immdefense.org) with the subject line "PSC Immigration Staff Attorney." Writing samples and three references will be requested for those interviewed. No phone calls please.

*The Immigrant Defense Project is an Equal Opportunity Employer that actively recruits women,*



*people of color, persons with disabilities, persons with diverse gender and sexual identities, immigrants, and formerly incarcerated persons.*