



Title: Senior Staff Attorney, Federal Litigation Program
Reports To: Managing Attorney
Pay: Starts at \$84,000 annually
Office Hours: Monday through Friday, 8:30am – 5:00pm

GHIRP has outstanding benefits including medical and dental insurance, retirement, long term disability leave, life insurance, and paid time off.

Description

GHIRP is an immigration legal services organization with 501(c)(3) status that officially launched in October 2020. Our mission is to build a resilient, diverse community by providing comprehensive representation and holistic legal services to immigrants in need.

GHIRP has an immediate opening for a full-time, bilingual Senior Staff Attorney to represent clients in federal court and protect due process rights through targeted and strategic advocacy. The Senior Staff Attorney will provide high quality legal services to detained and non-detained immigrants in the Galveston-Houston area. Immigration enforcement activities have instilled fear in the immigrant community and has led to a drastic increase in arrests and family separation. GHIRP is seeking a Federal Litigation Senior Staff Attorney to challenge unlawful arrests, detentions, and deportations, and file habeas petitions on behalf of clients (among other types of actions). The Senior Staff Attorney should be highly motivated and capable of working in a dynamic, fast-paced environment, where collaboration is key. The ideal applicant will have a strong commitment to public interest law and to the empowerment of immigrant communities.

Duties /Responsibilities

- Develop and lead innovative federal litigation on behalf of directly impacted immigrant clients.
- Represent clients in federal district and appeals courts, as well as select appeals at the Board of Immigration Appeals. This includes conducting factual investigations; performing legal research; drafting motions, briefs, and other court filings; conducting discovery; and appearing in court.
- Supervise staff attorneys, legal advocates, and social services coordinators.
- Develop external and internal trainings for attorneys and legal advocates related to pending litigation.
- Serve as a leader and collaborate with GHIRP's legal programs to proactively identify issues and build strategic advocacy in response to those issues.
- Develop and maintain relationships with external stakeholders, including partner organizations, advocacy groups, law firms, and the private immigration bar.
- Collaborate with the management and communications teams to develop case strategies and campaigns; serve as spokesperson upon request.
- Maintain and build our pro bono network that includes non-profit organizations, advocacy groups, and private law firms to support and assist in client litigation.
- Participate in trainings, calls, and meetings with funders and technical assistance providers to stay up to date with new legal and programmatic developments.

- Participate as needed in GHIRP's community initiatives such as Friend of Court, Know Your Rights presentations, consultation days, and *pro se* workshops.
- Support special events and donation drives, as needed.
- Participate in regular peer and supervisor review meetings and legal trainings.
- Perform all other duties as needed and/or as directed by supervisor.

Requirements

- J.D. from ABA certified law school or international equivalent.
- Current bar membership of any state and in good standing.
- At least three years of experience litigating cases in federal district court and/or circuit courts. A federal clerkship will count towards experience requirements. Immigration representation preferred. Other legal experience will be considered.
- Admitted to practice in the Southern District of Texas and the Fifth Circuit Court of Appeals, or willing to seek admission.
- Fluency in Spanish and English (preferred).
- Experience supervising other staff members. Demonstrates strong leadership and mentorship skills.
- Understands how to prioritize, solve problems and work efficiently. The ideal candidate is detail-oriented while working towards larger goals.
- Advanced legal research and writing skills, excellent organizational skills.
- Highly self-motivated, innovative, and able to work in a fast-paced environment, work under pressure, and prioritize tasks.
- Must demonstrate strong communication skills, trauma-informed and child-friendly interviewing abilities, and an appreciation of multicultural experiences.
- Commitment to serving immigrants and sensitivity to the needs of low-income, culturally diverse clients.
- Texas Driver's License; clean driving record; own vehicle; applicable auto insurance.
- Able to pass federal and statewide background checks and submit to drug testing upon hire.

How to Apply: Applicants should send their Cover Letter and Resume to LizH@ghirp.org