Center for Gender & Refugee Studies

CGRS Senior Staff Attorney/ Senior Counsel

ABOUT THE CENTER FOR GENDER & REFUGEE STUDIES

The Center for Gender & Refugee Studies (CGRS) defends the human rights of people seeking asylum in the United States. With strategic focus and unparalleled legal expertise, for 25 years CGRS has championed the most challenging cases, fought for due process, and promoted policies that deliver safety and justice for refugees.

We are the trusted partner and proven resource for legal services providers and human rights organizations and bring invaluable data and compelling personal stories to shape the public narrative. Through technical assistance and training, we empower advocates to take on complex asylum cases, providing them with the tools they need to craft winning arguments and secure protections for their clients. We also use strategic litigation to advance sound asylum laws and protect due process rights. And our policy advocacy and education work provide critical expertise to policymakers at all levels of government, leading the movement to honor our commitments to refugees and asylum seekers under U.S. and international law. CGRS is committed to building an anti-racist and anti-oppression organization that lives its values internally and externally.

THE ROLE AND RESPONSIBILITIES

CGRS is seeking an experienced litigator who is passionate about refugee rights and committed to working collaboratively with directly impacted individuals and their lawyers and using litigation in combination with other advocacy strategies to promote the rights of asylum seekers. Information about our current docket is available at https://cgrs.uclawsf.edu/our-work/litigation. The position is a dynamic one that will reflect the vision and flexibility of the organization in the changing landscape of attacks on refugee rights.

The Senior Staff Attorney/Senior Counsel will report directly to the CGRS Director of Litigation. This role will be focused primarily on CGRS's systemic litigation efforts, and the successful candidate will be involved in CGRS's other core program areas of Policy & Advocacy and Technical Assistance & Training, as they relate to ongoing litigation efforts. Working in close collaboration with other members of the legal program staff, the Senior Staff Attorney/Senior Counsel will be responsible for the following:

- Develop and lead strategic federal litigation and advocacy to protect and expand the rights of asylum seekers. This includes conducting factual investigations; performing legal research; drafting motions, briefs, and other court filings; conducting discovery; appearing in court; and maintaining communication with directly impacted individuals and community-based organizations.

- Develop and maintain relationships with the private immigration bar, pro bono counsel, non-profit immigration practitioners, and other stakeholders supporting asylum seekers.
- Represent CGRS in various fora, including local, national, and international coalitions, community meetings, conferences, working groups, and the press.
- Provide strategic legal guidance and technical assistance to attorneys engaged in federal court litigation, including consulting on legal strategy, reviewing draft pleadings, and providing feedback.
- Provide mentorship, guidance, and supervision to junior attorneys, pro bono attorneys, law clerks and/or support staff and interns.
- Participate in other projects and duties across CGRS's core program areas on an as-needed basis.

REQUIREMENTS

EDUCATION AND EXPERIENCE

- J.D. degree and admission (or willingness to seek admission) to practice law in California or Washington, DC, as well as state of residence.

KNOWLEDGE, SKILLS & ABILITIES.

- At least five (5) years of experience representing individuals in relevant federal court litigation.
- Experience working in the immigrants' rights arena preferred.
- Commitment to refugee, human rights, and/or social justice issues.
- Commitment to building and maintaining an inclusive, anti-racist working environment.
- Excellent legal research, analysis, fact investigation, drafting, and editing skills.
- Excellent oral communication skills.
- Experience mentoring and supervising junior attorneys, pro bono attorneys, law clerks, and/or support staff and interns.
- Experience training, teaching, or presenting on substantive immigration law and/or federal court litigation preferred.
- Ability to work independently and within a team.
- Ability to prioritize and meet deadlines.
- Willingness to travel.
- Fluency in Spanish or Haitian Creole a plus.

The position may be remote within the contiguous United States.

ANTICIPATED HIRING RATE

$92,391.63-$110,00 annually (commensurate with experience)

BENEFITS

Health and Welfare Benefits

- Comprehensive medical, dental and vision insurance coverage

- Flexible Spending Accounts for transportation-related, healthcare, and dependent care expenses
- Employee Assistance Program

For Your Financial Future

- Life Insurance, Disability Insurance, and Legal Insurance
- University of California Retirement Plan (a defined benefit plan)
- Deferred Compensation Plans/Pre-tax Retirement Savings Programs

For Your Work/Life Balance

- Fifteen paid holidays per year
- Generous vacation and sick leave
- Commuter Benefits Program

THE HIRING PROCESS

To apply, please submit a cover letter and resume at this link. **CGRS will review applications on a rolling basis.**

Please note: This position has been designated as "sensitive" and requires a preemployment background check.

Federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please contact Human Resources if you require a reasonable accommodation to apply for a job. Examples of reasonable accommodation include making a change to the application process, providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.

WHAT TO EXPECT

Applicants who meet the position requirements will be competitively evaluated to identify the individuals whose breadth and depth of experience and education most closely relate to the stated requirements and the needs of the College. Not all applicants will be contacted for an interview.

The skills listed above are comprehensive, and we understand there are great candidates who possess only a subset of those skills, or who have other important skills. If you match some of these skills, please do not hesitate to apply.

UC Law SF is an equal opportunity employer. UC Law SF strives to provide a diverse and inclusive educational environment that fosters cultural awareness, mutual understanding and respect. UC Law SF is interested in candidates who will contribute to diversity and equal opportunity in higher education through their teaching. Qualified women and members of underrepresented minority groups are strongly encouraged to apply.