

Managing Attorney – Immigration Law Project

Mid-Minnesota Legal Aid (Legal Aid) is seeking a Managing Attorney for its Minneapolis office as part of its immigration law unit. The ILP provides legal representation to clients in a full range of immigration contexts including removal work, adjustment of status, applications for citizenship and VAWA-based cases including U and T visas. We receive funding from several government and private sources and enjoy a close relationship with immigrant-led community organizations. ILP works closely with other units within MMLA to provide holistic legal services. This position will start as soon as possible after an offer is extended.

OPPORTUNITIES/BENEFITS:

- Work with a passionate and collaborative team to obtain legal status for noncitizens and improve access to justice for low-income individuals in our community.
- Work closely with other LSP's re-envisioning immigration legal services delivery.
- Hybrid office with in-office/remote work options and half-day Fridays.
- Other benefits include vacation, sick leave, family/medical, life, and short- and long-term disability insurance.

RESPONSIBILITIES:

- Dedicate yourself to the principles of Legal Aid's Racial Justice Values Statement in all interactions.
- Supervise ILP staff members, including a Supervising Attorney and Assistant Supervising Attorney(s), in all areas of immigration practice including application of Legal Aid's Racial Justice Values Statement, staff well-being, case management, performance evaluations, representation in all immigration practice areas, from benefits cases to immigration court and federal litigation.
- Lead the unit in managing ongoing projects and collaborations with other legal service providers and community organizations.
- Follow emerging issues within the client community that lend themselves to complex litigation or public policy advocacy.
- Collaborate with the ILP supervisors' team in problem-solving, making hiring decisions, and supporting staff development. Lead the unit in external relations with our community partners and development of new initiatives.
- Have ultimate responsibility for data tracking, writing reports and ensuring fulfillment of grant requirements as needed.
- Lead the unit in strategies around community outreach and education as needed.
- Assist with law clerk recruitment, training, and supervision.
- Engage with the Legal Services Advocacy Project (LSAP) to advise on legislative issues related to immigration law and their impact on our client communities.

QUALIFICATIONS:

- Licensed to practice law in Minnesota or eligible for reciprocity required.
- Demonstrated interest in and commitment to the needs of people with low incomes and other vulnerable clients required.
- At least six years of experience practicing immigration law including removal representation and experience working with clients impacted by the criminal system preferred.
- Experience supervising legal work preferred.
- Experience in grant management preferred.
- Experience in collaborating with immigrant-led community organizations preferred.
- Knowledge of current supervision trends and methods.
- Commitment to working as a team member to serve clients' needs.
- Ability to mentor attorneys and staff to achieve excellent representation of clients.
- Proficiency using Microsoft Office required.
- Language proficiency, particularly in Hmong, Oromo, Somali, or Spanish, preferred.
- Diverse economic, social, and cultural experiences preferred.

SALARY: \$85,000-\$110,000 per year, depending on experience, plus benefits. Benefits include family medical and dental insurance, short- and long-term disability, life insurance, 403(b) with employer match, FSA, employee assistance programs, and generous paid time off.

APPLICATIONS: Submit resume, cover letter expressing interest in the position, and three job-related references online at <https://mylegalaid.org/employment> by March 8, 2024. Applications considered on a rolling basis.

If you require a reasonable accommodation for completing this application, interviewing, or otherwise participating in our employee selection process, please contact Ann Cofell at acofell@mylegalaid.org.

Please direct all other inquiries to [hiring@mylegalaid.org](mailto: hiring@mylegalaid.org).

Mid-Minnesota Legal Aid is an Equal Opportunity/Affirmative Action employer.