



JOB POSTING: Supervising Attorney, New York/New Jersey Office

Title: Supervising Attorney, New York/New Jersey Office
Supervised by: New York/New Jersey Supervising Attorney and National Case Director
Status: Salary, Exempt
Updated: October 2014

The Young Center for Immigrant Children's Rights invites applications for the position of **New York/New Jersey Supervising Attorney** to be based in New York/New Jersey. The New York/New Jersey Supervising Attorney will supervise the New York/New Jersey Staff Attorney and Administrative Assistant/Volunteer Coordinator as well as New York/New Jersey-based volunteer Child Advocates appointed pursuant to the Wilberforce Trafficking Protection Reauthorization Act. The New York/New Jersey office of the Young Center will serve both detained and released children. While this is a Supervising Attorney position, the person hired cannot serve as the immigration attorney for any child, but instead will be appointed as Child Advocate or will supervise the work of Child Advocates.

The Young Center is dedicated to promoting the best interests—safety and well-being—of unaccompanied and separated immigrant children in the United States. The Young Center serves as Child Advocate (best interests guardian *ad litem* in immigration proceedings) for unaccompanied children pursuant to the Trafficking Victims Protection Reauthorization Act (TVPRA) and the 2013 Violence Against Women Act. The Young Center also conducts policy advocacy at the national level to promote consideration of best interests in all decisions concerning immigrant children. The Young Center team is a passionate and collegial group of professionals—attorneys, social workers and administrative staff—committed to ensuring that children receive the full protection of federal immigration law, domestic child welfare law and international human rights law. The Young Center is at the forefront of best interests advocacy for unaccompanied immigrant children.

Duties and Responsibilities: The Supervising Attorney's primary responsibilities will be to:

- Supervise the New York/New Jersey Staff Attorney, Social Worker, and Administrative Assistant/Volunteer Coordinator as well as New York/New Jersey-based volunteer Child Advocates appointed pursuant to the Wilberforce Trafficking Victims Protection Reauthorization Act.
- In collaboration with the Young Center National Case Director, develop advocacy strategy on all cases in and around New York/New Jersey in which the Young Center is appointed as Child Advocate.
- Review and edit all work product, including oral and written best interests recommendations for submission to stakeholders (immigration judges, USCIS, ORR, ICE, etc.) applying federal, state and international law.
- Meet regularly with stakeholders (immigration judges, USCIS, ORR, ICE, CBP).
- In collaboration with Young Center Associate Director and Director, develop strategic partnerships in the New York/New Jersey Area to support the work of Child Advocates.



Minimum Requirements:

- J.D. and licensed to practice law in at least one state.
- At least three years of experience practicing law, including preparing for and representing immigrants before immigration authorities, or the substantial equivalent.
- Experience working with immigrant and refugee children or survivors of abuse, human trafficking, or other traumatic experiences.
- Experience supervising attorneys.
- Excellent written and oral advocacy skills.
- A commitment to public interest work.
- Proficiency in Spanish, including the ability to speak with children in Spanish and to communicate over the telephone in Spanish with children, family members, and others.
- Ability to take initiative, to work collaboratively, and an enthusiasm for working with volunteers.
- Passion, tenacity and optimism for the issues affecting immigrant children and their families.
- A driver's license and car are necessary for traveling to shelter facilities in and around New York/New Jersey.

The Young Center, a project of Tides Center, is an "at-will" and equal opportunity employer. Applicants and employees shall not be discriminated against because of race, religion, sex, national origin, ethnicity, age, mental or physical disability, sexual orientation, gender (including pregnancy and gender expression) identity, color, marital status, veteran status, medical condition, or any other classification protected by federal, state, or local law or ordinance. Reasonable accommodation will be made so that qualified disabled applicants may participate in the application process. Please advise Tides in writing of special needs at the time of application.

Job offer is conditioned on clearance of fingerprint criminal background check, child abuse and neglect check (CANTS) and tuberculosis test.

Salary is commensurate with experience. The Young Center is a project of the Tides Center, a non-profit organization. The Young Center/Tides Center provides excellent benefits including health/dental/vision insurance, a flexible spending account for medical and dependent care, vacation, and sick leave.

Review of candidates will begin immediately and continue until the position is filled. Please email a cover letter, resume, three references and a writing sample to jobs@TheYoungCenter.org **and include the title "New York/New Jersey Supervising Attorney" in the subject line.** To learn more about the Young Center's work, please visit www.TheYoungCenter.org.