



IMMIGRANT LEGAL ADVOCACY PROJECT

RACIAL JUSTICE FELLOW (LAW STUDENT), SUMMER 2023 (PAID, FULL-TIME, IN-PERSON)

ABOUT ILAP

Based in Portland, Maine, the Immigrant Legal Advocacy Project (ILAP) is Maine's only state-wide immigration legal aid organization. ILAP's mission is to help low-income immigrants improve their legal status and to work for more just and humane laws and policies affecting immigrants. ILAP's work includes direct legal services for over 3,000 clients each year; education and outreach to immigrant communities and service providers; and systemic advocacy on local, state, and federal immigration law issues.

ILAP is committed to having a respectful, collaborative, and equitable work environment, with equal opportunity for all employees. We strongly encourage applications from people of color, immigrants, and other underrepresented and historically marginalized groups. We believe in building an organization that is reflective of the communities that we serve and is diverse in work background, experience, education, race, color, national origin, sex, age, religion, marital status, sexual orientation, gender identity, ancestry, national origin, or sensory, mental, and physical abilities. We believe that having a diverse and equitable organization strengthens our programming and services and advances our organizational values.

POSITION DESCRIPTION

With the support of the Maine Justice Foundation's Racial Justice Fund, ILAP is offering a paid Racial Justice Fellowship during the Summer of 2023. Candidates must identify as an immigrant or have a lived immigrant experience. The Fellow will work full time at our Portland office location and is required to complete a minimum of 10 weeks, though a longer commitment is preferred.

The Racial Justice Fellowship recognizes and compensates law students with a lived immigrant experience for the expertise that comes from navigating the immigration system and other forms of systemic oppression, the value of having deep relationships with immigrant communities, and new skills, competencies, and perspectives the Fellow brings to ILAP.

At ILAP, the Fellow will assist legal staff on a variety of case-types and projects. Responsibilities will vary depending on program needs and Fellow skills, but can be expected to include:

- Case work and client interviewing: Assist with preparation of humanitarian applications for relief including asylum, adjustment of status, Special Immigrant Juvenile Status, VAWA self-petitions, U visas and more.
- Research and writing: Research legal issues related to client cases, prepare written memorandums and briefs as needed, and gather country conditions evidence to support client applications.
- Meetings and training: Attend weekly staff meetings, legal trainings, and presentations. The Fellow will also have access to professional development opportunities.
- Translation and Interpretation: If fluent in a relevant language, assist with phone calls to clients, interpreting for client meetings, and translating documents.
- Programmatic Support: Complete special projects for ILAP attorneys and staff, as needed.



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QUALIFICATIONS

- Identifies as an immigrant or has a lived immigrant experience.
- Rising 2L or 3L.
- Strong analytical, research, and writing skills.
- Good judgment and the ability to work collaboratively with others.
- Ability to work independently in a remote environment.
- Strong computer skills including proficiency with Office 365.
- Ability to multi-task effectively, including having strong detail-orientation.
- Demonstrated passion for advancing immigrants' rights and an ability to work well with individuals from different cultures and with varying levels of English proficiency.
- Personal and professional commitment to racial justice and equity.
- Prior experience with immigration matters is preferred.
- Proficiency or fluency in a relevant community language is preferred, especially French, Spanish, Portuguese, Lingala, Haitian Creole, Dari, or Pashto.

STIPEND

The Fellow will receive a \$7,500 stipend.

HOW TO APPLY

Please submit (1) a cover letter explaining your interest in the Racial Justice Fellowship with ILAP, (2) your resume, and (3) a legal writing sample (five page maximum, excerpt is acceptable) to hr@ilapmaine.org with "2023 Racial Justice Fellowship" in the subject line. Applications will be accepted and assessed on a rolling basis, but first consideration will be given to applications received by **January 13, 2023**.