



## Employment Opportunity

### Openings for Children's Rights Attorney (Immigration and International Human Rights Role)

Catholic Legal Services of Miami (CLS) is a non-profit organization that represents low-income immigrants without reference to their race, religion, gender, ethnic group, or other distinguishing characteristics. CLS seeks an attorney to work with Legal Orientation Program for Custodians (LOPC). This team represents unaccompanied children in removal proceedings before federal Immigration Court and state court.

**Location:** Miami Office. 28 West Flagler. Miami, FL 33130

**Duties:**

- Provide legal representation in immigration proceedings before EOIR Immigration Courts; appellate proceedings before the Board of Immigration Appeals; proceedings in family and dependency courts; proceedings before the US Citizenship and Immigration Services (USCIS).
- Manage heavy caseloads dealing with complex immigration issues including asylum, Special Immigrant Juvenile (SIJS) status, and/or T or U nonimmigrant status; and state court proceedings seeking orders necessary to support SIJ applications.
- Provide legal orientations and screenings via Zoom or in person when conditions allow.
- Comply with reporting to funders and regular data management.
- Participate in meetings, calls and communications with stakeholders.
- Provide mentorship and trainings in order to recruit and train pro bono attorneys and engage in outreach and education in the area of immigrant rights.

**Main Office**  
28 West Flagler Street, Suite 1000  
Miami, Florida 33130  
Tel. 305-373-1073

**Hollywood Office**  
6565 Taft Street, Suite 401  
Hollywood, Florida 33024  
Tel: 954-306-9537



WWW.CCLSMIAMI.ORG

**Qualifications:**

- Membership of the Florida Bar
- Experience and/or interest in working with vulnerable populations.
- Fully bilingual, including reading and writing, in English and Spanish or English and Haitian Creole required; Trilingual applicants who speak English, Creole and Spanish are highly encouraged to apply.
- Excellent research and writing skills, communication skills, organizational skills, self-motivation, and an
- ability to work collaboratively with others; and
- Adept at interacting with a variety of people and comfortable in a busy, open work environment.

**Job Type:** Full-Time

**Benefits:**

- 403 (b)
- 403 (b) matching
- Disability insurance
- Flexible schedule
- Health insurance
- Paid time off
- Parental leave
- Professional development assistance
- Retirement plan
- Schedule: Monday to Friday

Salary to commensurate with experience.

To Apply: Send a cover letter, resume and two writing samples to [hr@cclsmiami.org](mailto:hr@cclsmiami.org).

**CCLS is an EEOC/AA employer and encourages women and minorities to apply. Our office hires regardless of race, religion, gender, sexual orientation, or ethnicity.**

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