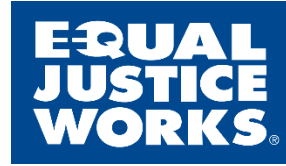




Commission on National  
and Community Service



**Organization: ECBA VOLUNTEER LAWYERS PROJECT**

**Fellowship: Equal Justice Works New York State Family Security Project**

**Based at: Buffalo, NY**

**ECBA VOLUNTEER LAWYERS PROJECT (VLP)** is hosting a one-year fellowship sponsored by Equal Justice Works designed to foster family security and community education through the provision of immigration legal services. The attorney selected for the Fellowship will be housed at VLP's Buffalo office. Per Equal Justice Works/AmeriCorps guidelines, the fellowship must begin no later than January 1, 2018 and last for one year.

**Fellowship Description:** The Equal Justice Works New York State Family Security Project Legal Fellow will:

- Represent clients in immigration court and before U.S. Citizenship and Immigration Services (USCIS)
- Provide screening and intake
- Prepare immigration applications
- Provide brief legal advice and legal aid
- Educate the community on the impact of evolving immigration law and policy
- Engage pro bono attorneys to provide legal assistance to immigrants and their families
- Prepare T and U visas
- Prepare VAWA petitions
- Position is a one-year Fellowship, with a possible one-year extension contingent upon continued AmeriCorps funding.

**Qualifications:**

The ideal candidate will have the following:

- The ability to undergo and pass AmeriCorps-mandated criminal background checks (only conviction for murder and/or presence on sex offender registry are automatic bars to service; other criminal convictions are allowable pursuant to Equal Justice Works review and approval)
- A demonstrated commitment to public interest work and strong desire to assist indigent clients
- Strong writing, communication, interpersonal, and organizational skills
- The ability work collaboratively in a variety of contexts

- Prior experience in managing independent projects or assignments
- Law school clinic, externship, summer or other relevant practice experience a plus
- The ability to begin the fellowship no later than January 1, 2018.
- Proficiency in Spanish is preferred, but not required
- Those with experience in regards to immigration issues strongly encouraged to apply
- Willingness to attend a mandatory substantive immigration law training in New York City in January 2018, as well as the mandatory Equal Justice Works Leadership Development Training in Washington, DC in October 2018 (Note that travel costs for these trainings will be covered by Equal Justice Works)

### **Salary:**

The Fellow will receive annual living allowance, as well as financial support for housing, student loan repayment, and other permissible reimbursable living expenses. Additionally, Fellows receive an education award, health insurance, and other benefits. Interested applicants should contact Robert Elardo Executive Director of VLP at [relardo@ecbavlp.com](mailto:relardo@ecbavlp.com) with any follow up questions.

### **Other Benefits Provided by VLP:**

- Health provided
- Life and disability insurance provided
- Position related travel reimbursement and bar dues provided
- Opportunities to participate in national substantive training on immigration law legal issues and in a variety of local and regional skills based and substantive trainings

### **Other Benefits and Professional Opportunities offered by AmeriCorps:**

- Student loan forbearance and interest accrual payment upon successful completion of service
- Opportunity to attend national trainings focused on leadership, networking, and project development sponsored by Equal Justice Works
- Childcare assistance (if income eligible)

Brief description of VLP: VLP is not for profit corporation which provides quality free legal services to low income people and small non-profit groups and involves volunteers in the delivery of those services. VLP currently has 35 staff members with over 1/3 of them focusing on immigration legal representation. VLP operates offices in Buffalo and Batavia, NY and is the largest provider of free immigration legal services in NY State outside of NY City.

**Application Instructions:**

Interested candidates should send a letter of interest, resume, and contact information for 3 references by no later than **December 15, 2017** to: Robert Elardo, Executive Director, by email to [relardo@ecbavlp.com](mailto:relardo@ecbavlp.com) with the subject line: AmeriCorps Fellowship – [Your Last Name]. The letter of interest should clearly refer to the Equal Justice Works AmeriCorps Fellowship position. Applications will be reviewed as they are submitted. The Equal Justice Works AmeriCorps Fellow is scheduled to begin the term of service no later than January 1, 2018.

VLP is an Equal Employment Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, national or ethnic origin, age, disability or veteran status.

Application Deadline: **December 15, 2017** but candidates are encouraged to apply as soon as possible.