



## **Job Announcement Staff Attorney**

IRIS – Integrated Refugee & Immigrant Services ([www.irisct.org](http://www.irisct.org)), a dynamic nonprofit organization in New Haven CT, has an opening for a full time Staff Attorney in its Legal Department. IRIS is a refugee resettlement agency providing high quality and culturally sensitive assistance to immigrants and refugees in Connecticut. Our goal is to help immigrants establish new lives, regain hope, and contribute to the vitality of Connecticut’s communities. IRIS currently serves clients from Afghanistan, Syria, Iraq, Democratic Republic of Congo, Eritrea, Cuba, Sudan, Egypt, and Venezuela, among others.

**IRIS’s Legal Department:** IRIS offers legal services, among its other services. IRIS’s Legal Department provides representation to: 1) refugees and asylees applying for lawful permanent residence, naturalization, and reunification with family members; 2) immigrants filing for asylum; 3) immigrants in removal proceedings; 4) Afghan residents of CT who filed applications for humanitarian parole on behalf of family in Afghanistan after the Taliban takeover in August 2021; and 5) Afghan parolees who were evacuated from Afghanistan after the takeover and resettled by IRIS in the New Haven and Hartford areas. The Legal Department currently consists of six attorneys, each of whom covers one or more of the practice areas listed above, and one paralegal. A second paralegal and a seventh attorney are incoming soon. With this position, we are adding an eighth attorney.

**Description of Staff Attorney Position:** IRIS is looking for a Staff Attorney who can cover cases in the first category listed above: representation of refugees and asylees applying for lawful permanent residence, naturalization, and reunification with family members. This work falls within our Adjustment of Status (“AOS”) docket. Refugees who gain legal entry into the U.S. and are resettled in Connecticut by IRIS are required to file for legal permanent residence (green cards) a year after arrival. Each of these “IRIS Clients” will need the Staff Attorney’s assistance in filing their applications. Later, after being in the U.S. for five years total, IRIS Clients may also file for naturalization (citizenship). The Staff Attorney will also represent IRIS Clients on applications for citizenship, preparing them for and accompanying them to their naturalization interviews in Hartford. Additionally, where IRIS Clients seek to file family petitions to bring loved ones left behind in their home countries to the U.S., the Staff Attorney will represent IRIS Clients on those applications as well. There are several different types of family petitions.

The Staff Attorney should be prepared to work largely out of IRIS’s New Haven office. Due to Covid, there is some flexibility with working remotely, but this is mostly an in-office position. The Staff Attorney should work well with other attorneys, paralegals and volunteers. The Staff Attorney will report to the Director of Immigration Legal Services.

**Requirements:** The Staff Attorney should be a licensed member of a state bar in good standing, qualified to represent clients in immigration matters. The Staff Attorney shall have a J.D. from an ABA-accredited law school. The Staff Attorney must have strong advocacy, writing, communication and organizational skills, as well as the ability to handle numerous demands and shifting priorities in a fast-paced environment. The Staff Attorney must have a demonstrated commitment to the mission of IRIS and awareness and sensitivity to multicultural issues.

Candidates must be fully vaccinated against COVID-19 and comfortable coming into contact with other people.

In submitting an application for employment, the applicant grants IRIS permission to check references as well as question anyone who might be familiar with the candidate's job performance.

**Compensation and Benefits:** The Staff Attorney position is full-time (40 hours per week). There is some flexibility with remote work, but the position is largely in-office. The salary range for this position is \$60,000 - \$62,400 per year and will depend on the candidate's experience.

Health, vision, dental insurance, Life insurance. Short- and long-term disability insurance. Vacation (3 weeks / year), Personal days (3 days/ year), sick leave (12 days/ year), holidays per IRIS schedule (currently 12 days/ year). 403b retirement plan after 1 year of employment

**Report to:** The Staff Attorney reports to the Director of Legal Services.

To apply, send an email to our Director of Legal Services at [humanresources@irisct.org](mailto:humanresources@irisct.org) with the following:

- A subject line that says "STAFF ATTORNEY – AOS: [Candidate first and last name]"
- Cover letter
- Resume
- Contact information for two references

Applications will be reviewed in the order they are received and until the position is filled.