



Nebraska Coalition to End Sexual and Domestic Violence

Job Title: Immigration Project Attorney

Status: Full Time, Exempt

Reports to: Legal Director

Positions Supervised: None

Job Summary:

The Immigration Project Attorney will work in conjunction with the Coalition's legal team and the rural member programs across Nebraska to provide legal representation to victims in need of legal immigration services. The work of the Immigration Project Attorney should be based upon a strong anti-oppression framework, incorporating primary prevention strategies, grass-roots activism, cultural humility, social change, and social justice into all efforts.

Principal Duties:

I. Capacity Building Support to Nebraska's Network of Programs

- A. Coordinate with rural member programs to accept referrals of immigrant victims in need of legal representation.
- B. Embrace the safety planning and support services available through member programs as a collaborative effort to support victims.
- C. Respond to information requests from rural program advocates on immigration issues, including providing assistance on specific victim's cases.
- D. Assist rural programs with developing strategies to improve the response to immigrant victims.
- E. Provide information and support to rural programs regarding accessing various language lines for victims who speak languages other than English and Spanish.



II. Collaborative Support to Allied Organizations

- A. Build, cultivate, and maintain partnerships with allied organizations and community partners to create connections between their work and the mission of the Nebraska Coalition.
- B. Collaborate and provide information as needed to Center for Legal Immigration Assistance staff as they serve as a partner on providing victim services.
- C. Provide education to law enforcement officers and prosecutors regarding participating in certifying U Visas and T Visas, and understanding challenges presented by having limited English proficiency.
- D. Partner with the Nebraska County Attorney's Association and the Nebraska State Patrol in order to provide training through conference opportunities.
- E. Represent the Coalition on community task forces or working groups as identified.
- F. Network with statewide partners from diverse and traditionally marginalized communities to address prevention and intervention in these communities.

III. Direct Service

- A. Provide direct legal services to victims as permissible through the Coalition's approved projects.
- B. Ensure use of protocols addressing conflicts of interest; confidentiality; screening for domestic violence, sexual assault, stalking, and human trafficking; and the enhancement of victim safety.
- C. Evaluate client services through the use of evaluation surveys and case progression.

IV. Administrative/Other Duties

- A. Prepare grant applications and reports to funding sources supporting the Coalition's immigration services.



- B. Identify and participate in ongoing education and professional development on identified topics.
- C. Contribute articles and information for the Coalition's website and email news updates.
- D. Participate in the Coalition's strategic planning process and Movement Building activities.
- E. Assist with the Coalition's annual awards celebration event.
- F. Other duties as assigned.

Qualifications:

1. Juris Doctorate Degree and licensed to practice law in Nebraska.
2. Experience in grassroots organizing and social change work, with an in depth understanding of primary prevention through a strong anti-oppression lens.
3. Demonstrated knowledge of domestic violence, sexual assault, human trafficking and stalking issues, as well as Nebraska/Federal law in these areas.
4. Commitment to social change and social justice through embracing a strong anti-oppression framework, addressing systematic oppression and the needs of marginalized and underserved populations, and to serving in partnership with those communities.
5. Experience in working with survivors of domestic violence and sexual assault, preferably in a domestic violence/sexual assault program.
6. Demonstrated public speaking, training, and communication skills.
7. Clear and concise writing skills and experience in the development of informational materials.
8. Ability to manage projects and be self-directed.
9. Experience with grant management, implementation, and reporting.



10. Ability to work independently and as a team.
11. Access to own transportation and willingness to travel throughout Nebraska and occasionally out of state.
12. Flexibility in scheduling, including overnight stays and extended days.
13. Working knowledge of computer systems and office software.
14. Desire to demonstrate cultural humility by searching for understanding and taking action toward equity.
15. Commitment to creating and maintaining a workplace culture that is supportive of all.
16. Experience, understanding and commitment to advocating both individually and systemically, on behalf of victims of domestic violence, sexual assault, human trafficking and stalking, including adherence to the Coalition's mission statement and philosophy.

December 2019

*This job description may change at any time based on identified priorities of the agency and in line with the overall mission.