



National Immigration Law Center  
JOB ANNOUNCEMENT

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**“Revised”**

**Labor/Employment Policy Attorney – Los Angeles, CA**

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October 2009

**Position and Background**

The National Immigration Law Center (NILC) is seeking a labor/employment policy attorney to help advance a national agenda on immigrant workers’ rights that will improve the labor, civil, and due process rights of low-wage immigrant workers. This position offers a unique opportunity to work on the complex intersection of immigration and employment/labor laws, and implement multiple strategies that help immigrant workers combat discrimination and exploitation.

Over the past 30 years, NILC has earned a national reputation as a leading expert on the complex interplay between immigrants’ legal status and their rights under U.S. laws. Our policy advocacy has played a key role in protecting low-wage immigrant workers from discrimination and exploitation in the workplace, and we have provided advocates and organizers with the necessary tools to help support immigrant workers in these situations.

NILC’s impact litigation has also resulted in significant victories, including the litigation against the Department of Homeland Security to stop the agency’s proposed rule on Social Security Administration’s no-match letters. Our trainings, publications, and technical assistance reach an unusually diverse constituency of legal aid attorneys, the nonprofit community, labor, and interfaith groups, government officials, and pro bono attorneys serving low-income immigrants. NILC’s headquarters is in Los Angeles, and a branch office is in Washington, D.C.

**RESPONSIBILITIES**

- Will act as lead on employment and labor issues affecting low-wage immigrant workers;
- Work with local, state, and national advocates, service providers, labor unions, and government officials to develop strategies that protect the employment rights of low-wage immigrant workers;
- Research and write fact sheets, memos, and articles for audiences of varied backgrounds;
- Plan and conduct trainings and conference presentations for audiences of varied backgrounds;
- Provide technical assistance on labor and employment issues affecting immigrant workers (including anti-discrimination protections, ICE audits, SSA verification programs, the IMAGE program, the E-Verify program, and worksite raids during labor disputes) to attorneys, advocates, community and union organizers, and serve as a resource to these groups and the media;
- Provide back-up to policy staff advocating for legislative and administrative remedies for immigrant workers; and
- Help develop and conduct impact litigation.

***Education/Training:***

Juris Doctorate, Min. 3 years of relevant experience, plus active bar membership (Preferably in California).

## QUALIFICATIONS

- Mid to Senior level attorney with at least 3 years of relevant legal and policy expertise in labor and employment law and advocacy; immigration law experience also preferred;
- Extensive knowledge of the issues affecting low-income immigrant workers;
- Experience working with diverse constituencies (e.g., immigrant advocates, labor unions, attorneys, grassroots organizers, etc.);
- Experience designing and conducting trainings, and willingness to travel;
- Some litigation skills and relevant administrative advocacy experience preferred;
- Excellent research and analysis skills important;
- Demonstrated ability to communicate clearly and effectively in writing and verbally; demonstrated ability to work with a team; self-motivated individual with demonstrated ability to take initiative and create an agenda for the work;
- Experience in management and supervision of legal work preferred;
- Strong commitment to social justice issues required;
- Active membership in a state bar and willingness to take the California bar exam if not a member.

## SALARY AND BENEFITS

Salary scale, \$51,585.30 to \$75,040.06, DOE. Benefits include health, dental, and vision; flexible spending account; 403(b) employer retirement plan contribution after two years.

## TO APPLY

Please send a cover letter, resume, writing sample, three references *and* salary history to the National Immigration Law Center, Ref# **LEPA-09/3** by email to [jobs@nilc.org](mailto:jobs@nilc.org). This posting will be “**open until filled.**” No phone calls please. Incomplete applications will not be considered. Please make sure you have submitted all requested materials.

*NILC is an equal opportunity employer; people of color and individuals from diverse backgrounds are encouraged to apply. NILC does not discriminate on the basis of race, color, national origin, ethnic background, citizenship status, religion, political orientation, gender, sexual orientation, age, or disability.*