



**JOB ANNOUNCEMENT  
STAFF ATTORNEY –ADULT DETENTION PROGRAM  
FLORENCE OFFICE**  
[www.firrp.org](http://www.firrp.org)

Detention in Arizona is growing, family separation continues, and recent changes to case law and policies have made bond and asylum incredibly challenging. The [Florence Project](#) is on the frontlines of immigration, fighting back against constant attacks on immigrants’ rights. We are looking for a talented and creative people to join our growing team to provide top notch mentorship, program development, and legal representation. Come join our team and be part of the change, fighting for immigrants’ rights in these challenging times.

**THE ORGANIZATION**

The Florence Project was founded in 1989 to respond to a representation crisis for indigent non-citizens detained at the rural Immigration and Customs Enforcement (ICE) Detention Center in Florence, Arizona. Through our programs today, we provide services to the more than 10,000 adult and children that are detained in Arizona on any given day. The Florence Project is nationally known for its legal service delivery systems which ensure that detained people are empowered and have access to justice. The Florence Project provides high quality legal services and supports initiatives for national changes in immigration law and policy.

**POSITION DESCRIPTION: STAFF ATTORNEY – ADULT DETENTION PROGRAM**

The Florence Project has an opening for a staff attorney, serving detainees in Florence and Eloy, Arizona. The staff attorney provides pro bono legal services to men and women in ICE custody, working in four detention centers in Florence and Eloy, Arizona. The staff attorney will work on a team with other staff attorneys and legal assistants, providing group “Know Your Rights” presentations, individual intakes, group and individual court counseling and prep sessions, and pro se services to immigrants facing removal proceedings before the Immigration Court. On a limited basis, the staff attorney will also fully represent detainees in merits proceedings before the Immigration Court and Board of Immigration Appeals, especially detainees with mental health issues. The staff attorney will also supervise law student interns and other volunteers, refer cases to the Florence Project’s pro bono and social services program, and participate in related advocacy and outreach projects.

The Florence office is headquartered approximately one hour southeast of Phoenix and one to one and a half hour north of Tucson. Our Florence office allows for staff to have quick access to clients detained in Florence and Eloy facilities. The position may work from any three of the offices, to be discussed during the interviewing stage, depending on which location is best for the applicant and the program; however this position must maintain a regular presence in the Florence office. This position reports directly to the Managing Attorney.

## **QUALIFICATIONS**

- J.D. and admission to any state bar or have registered to sit for the next bar exam.
- Must be fluent or have advanced proficiency in Spanish.
- Recent law student graduates are encouraged to apply.
- Demonstrated commitment to advocating for indigent immigrant clients in a respectful and empowering way and zealous support of the Florence Project's mission.
- Prior advocacy, practice, or clinical experience in immigration or criminal law and experience working with indigent clients is a plus.
- Must be a hard working team player with a sense of humor who is flexible, patient, respectful, and comfortable (and have necessary organizational skills to thrive) in a busy nonprofit setting.
- Must have excellent written and oral advocacy skills, problem solving, research, and analytical skills, and strong interpersonal skills with the ability to work with diverse populations.
- Must be able to both work independently and also part of a team, and be adaptable and reliable in the face of conflict, pressure, crises, or changing priorities.
- Must be comfortable working with people with criminal convictions.
- Candidates must be able to clear basic background checks, and obtain security clearance to enter detention facilities.
- The applicant must be able to pass federal and state background checks.
- Travel is required for this position; therefore candidates must have access to reliable transportation.

## **SALARY AND BENEFITS**

This is a full-time, salaried-exempt position. Starting annual salary is \$63,000. Florence Project strives to create and uphold a positive, supportive, and inclusive work environment for staff. We offer excellent benefits, including medical, dental, vision, and life insurance, with full premiums paid by the Florence Project. We also provide mileage reimbursement for travel between offices and places of work. After one year of employment, staff members are eligible for the employer matching retirement plan. Paid time off includes one personal day each month in addition to fifteen days of vacation and twelve days of sick/medical leave annually, six weeks of parental leave (up to twelve weeks total, with option to use personal, vacation, and sick paid time off for unpaid portion), and bereavement leave. The Florence Project observes all federal holidays. After three consecutive years of employment with the Florence project, staff members are eligible for an eight week paid sabbatical.

## **APPLICATION PROCESS**

This is an immediate opening. To apply, please click [here](#) to upload a resume, letter of interest detailing your interest in the position with three professional references, and writing sample. Recent law

graduates are encouraged to apply. Applications will be considered on a rolling basis, so applicants are encouraged to apply as soon as possible. Go to <https://firrp.org/getinvolved/jobs/> to learn more about other job opportunities! Only applicants selected for an interview will be contacted. The Florence Project values diversity in the workplace and strongly encourages applications from people of color, LGBTQ individuals, individuals with disabilities, and members of underrepresented communities.

*This job announcement is for informational purposes only, and is subject to change and modification without notice. This job announcement includes a non-exhaustive list of responsibilities, qualifications and requirements of the position, but does not include the essential job functions of the position.*