



Kentucky Refugee Ministries, Lexington Immigration Attorney (full-time)

Kentucky Refugee Ministries (KRM) Lexington Immigration Legal Services team handles a variety of humanitarian and family-based immigration cases including, but not limited to: family-based immigrant visa petitions; consular processing; citizenship; refugee-based adjustment of status cases; Cuban Adjustment Act-based adjustment of status cases; Employment Authorization Documents; marriage-based adjustment of status cases; representation in removal proceedings; affirmative and defensive asylum applications; Special Immigrant Juvenile Status cases; U-visas; and VAWA cases.

KRM is one of only four agencies in the Commonwealth of Kentucky that provides low-cost immigration legal services to refugees and other immigrants. This has resulted in a high demand for services. Each attorney carries a high caseload and is expected to work on a variety of cases.

Job Requirements

- All candidates must be (1) licensed to practice law in Kentucky or (2) licensed to practice law in one of the 50 U.S. States and willing to sit for or waive in to the Kentucky Bar within the first year. 3L Candidates will be considered but continued employment will be contingent upon July 2023 bar passage.
- Strong oral and written advocacy skills
- Immigration experience preferred, but not required
- Spanish fluency strongly preferred

Specialized Skills

- Strong interpersonal skills needed to interact with clients and staff
- Ability to work with clients and staff of diverse backgrounds and cultures
- Comfort working with limited-English-proficient clients and utilizing interpreters
- Team-oriented

- Strong outreach skills; ability to network with other agencies and partners, communities, and pro-bono attorneys
- Patience and strong commitment to client care

Essential Duties

- Represent refugees and immigrants in matters before the Department of Homeland Security and the Executive Office of Immigration Review
- Represent juveniles before family and probate courts for matters ancillary to immigration legal work
- Occasional travel to Louisville, KY, Covington, KY and Chicago, IL
- Comfort with appellate work (BIA, Federal District Court, 6th Circuit Court of Appeals)
- Collaborate with other staff in developing services
- Perform administrative duties and many paralegal functions for the majority of cases (KRM has one legal caseworker/paralegal who provides support, but most duties traditionally performed by paralegals are performed by individual attorneys)
- Train office volunteers and interns concerning administrative duties
- Attend community events and participate in community outreach efforts on behalf of KRM
- Participate in KRM staff development, meetings, and events

Agency Profile

Founded in 1990 as a nonprofit agency, KRM is a local affiliate of the national network of agencies authorized to provide resettlement services to refugees admitted to the United States through the federal U.S. Refugee Admissions Program. KRM Lexington, a sub-office of the main Louisville office, opened in 1998 and serves several hundred new refugee and humanitarian parolee clients per year, in addition to serving previously-arrived clients for up to five years in some cases. Services include case management, English language classes, employment readiness support, youth programming, a survivors of torture recovery program, and more. In addition, KRM provides a number of programs - including the immigration legal services described in this document - to many other immigrants in addition to refugees. With clients and staff from a diverse array of backgrounds, KRM does not conduct any religious activities or messaging. We proudly serve all clients regardless of religion, race, ethnicity, national origin, sexual orientation, gender, or gender identity.

Salary and Benefits

This is a full-time position. Salary starts from \$55,000 or more per year, commensurate with experience and background. Benefits include employer-subsidized medical, dental, vision, and life insurance, retirement plan with employer matching (after one year of employment), and paid vacation, holiday, sick, parental, and personal days.

To Apply

Please email a resume, letter of interest, and legal writing sample to both:

Mary Cobb
mcobb@krmlex.org

AND

Emily Jones
ejones@krmlex.org

Selected candidates will be contacted for an interview.

Date Posted (extended): 4/13/2023

Closing Date: 4/30/2023