

Kansas Coalition Against Sexual and Domestic Violence Job Description

Position: Immigration Advocate

Responsible to: Immigration Project Attorney

Primary Responsibilities: Enhance availability of legal representation for immigrant survivors of sexual assault, domestic violence, dating violence, stalking, and the historically underserved.

Specific Duties:

- Assist KCSDV's Immigration Project Attorney in providing direct legal services to survivors of sexual and domestic violence, sex trafficking and stalking on VAWA self-petitions, U visas, T visas, battered spouse waivers, adjustments of status, petitions for work authorization, and other immigration remedies related to domestic and sexual violence.
- Assist with the Immigration Network, comprised of representatives from groups working with immigrant populations, to determine gaps in services for immigrant survivors and their children.
- Assist with monthly conference calls and trainings on relevant topics.
- Collaborate with KCSDV's Immigration Project Attorney and other KCSDV staff on projects related to cultural competency, language access, legal services, and the provision of technical assistance.
- Provide training and technical assistance to attorneys, advocates, law enforcement and allied professionals on issues impacting immigrant survivors and their children.
- Assist with other KCSDV duties as assigned.

Employment Status: Full Time

Additional Benefits: Health, dental, life, and long- and short-term disability insurance, Section 125 mini-flex plan, and 401K plan contribution.

Knowledge, Skills and Abilities Needed: Preference for prior experience working in a sexual assault and domestic violence services organization and knowledge of immigration issues. Demonstrated ability to maintain strict confidentiality. Knowledge of legal and systems issues involved in domestic violence and sexual assault, especially as relates to immigration law. Ability to develop materials and train on topics relevant to the position. Proficiency or fluency in Spanish required. Ability to travel and have own means of transportation. Must be able to lift and carry 20-30 lbs.

To Apply:

Interested applicants should submit a cover letter, resume, three professional references, and writing sample to KCSDV, Attn: Immigration Advocate, 634 SW Harrison, Topeka, KS 66603 or coalition@kcsdv.org Subject: Immigration Advocate

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