



Position Available:	<b>Victims' Rights Staff Attorney</b>
Department:	<b>Legal Services</b>
Location:	<b>Cleveland/Akron, Ohio</b>
Schedule:	<b>1.0 FTE, non-exempt</b>
Travel:	<b>May require travel for conferences, client assistance and upon request of supervisor</b>
Rate/Salary:	<b>Negotiable</b>

### **ABOUT ASIAN SERVICES IN ACTION**

Founded in 1995, Asian Services In Action (ASIA) is a community-based 501(c)(3) nonprofit organization located in Akron and Cleveland. ASIA's mission is to empower Asian American and Pacific Islanders (AAPI) in Northeastern Ohio to access quality, culturally, and linguistically appropriate information and services.

### **JOB DESCRIPTION**

#### **Legal Services**

The Legal Services Department provides low- income individuals and families services that provide technical / legal assistance to clients seeking various forms of legal relief. This position will consist of assisting victims of crimes including, but not limited to, domestic violence, sexual assault, and human trafficking, with a particular emphasis on the immigrant and refugee communities. The position requires a minimum an active registered, good-standing attorney in the State of Ohio. Beng bilingual would be advantageous, along with someone who has prior experience working with the foreign-born and victims.

Asia Services In Action, Inc. (ASIA) seeks an energetic, self-motivated, and detail-oriented professional with experience in working with immigrants and refugees to join our growing innovative non-profit legal services. The Victims' Rights Staff Attorney reports to directly to the Chief Counsel and shall provide the following holistic legal services in this role:

- Immigration
  - Evaluate the client's immigration status and its impact on various civil areas of law
  - Apply for various victim visas available, including T-visa, U-visa, VAWA, and Asylum
- Marsy's law

- Represent victims in criminal court hearings to make sure their rights are being honored and voices are being heard
- Protection orders
  - Assisting clients in obtaining all types of civil protection orders and ancillary legal proceedings related to those protection orders (i.e. Motions to Show Cause, Motions to Modify, Motions to Terminate)
- Family law
  - This could include divorces, dissolutions, custody, and child support
- Abuse/Dependency/Neglect cases

### **MINIMUM QUALIFICATIONS**

- An active law license in the State of Ohio in good-standing status with the Ohio Supreme Court.
- Preferably 1-3 years of practicing law in the State of Ohio.
- Basic knowledge of client databasing and software.
- Strong legal research capabilities.
- Strong communication skills, particularly in working with vulnerable communities.
- A background in working with immigrants and refugees, including a background of working in a trauma-informed environment would be influential.
- Ensure high quality outputs and impact, set realistic priorities, and plan for the successful implementation of activities.
- Proficient writing and verbal communication skills.
- Relevant computer software skills (including, at a minimum, the standard applications in MS Office).
- Valid Ohio State Driver's License and must pass a criminal background check.

### **CONTACT**

#### **General Information**

Interested candidate, please email cover letter and resume to [HRManager@asiaohio.org](mailto:HRManager@asiaohio.org). NO CALLS PLEASE.

*Asian Services In Action, Inc. promotes equal employment opportunities for all applicants and employees. ASIA will not discriminate against any applicant for employment on the basis of race, color, religion, sex, national origin, veteran status, age, sexual orientation, marital status, or the presence of any sensory, mental or physical disability in any employment practice, unless based on a bona fide occupational qualification. Women, minorities, and disabled are encouraged to apply.*