



VECRA is seeking a Full-Time

Immigration Lawyer

VECRA, Inc. seeks an Administrative Lawyer to advise clients on compliance with administrative regulations and to provide legal, social, and health services counsel to immigrants and US allies.

COMPANY DESCRIPTION

VECRA, Inc. is a service-disabled veteran-owned small business (SDVOSB), woman-owned small business (WOSB), and a minority business enterprise (MBE) consulting firm implementing proven methodologies that help our clients drive growth, transform businesses, and innovate breakthrough ideas. VECRA's extensive experience with innovative healthcare consulting services, interpretation & translation, facilities management, program management and staffing support services are always:

Vigilant * Efficient * Collaborative * Responsive * Accurate

Job Description

The Immigration Lawyer will provide legal assistance and representation to individuals navigating the complex field of immigration law. Duties involve advocating for clients' rights and interests in various immigration matters, including visa applications, citizenship petitions, deportation defense, asylum claims, and more.

ROLES and RESPONSIBILITIES

- Provide legal representation to refugees, immigrants, and asylum seekers in various immigration proceedings, including asylum applications, adjustment of status, deportation defense, and appeals.
- Manage a caseload of immigration cases, ensuring timely and accurate completion of paperwork, filings, and client communication.
- Conduct legal research and analysis on immigration laws, policies, and precedents to support clients' cases and advocacy efforts.
- Advocate for clients' rights and interests before immigration authorities, courts, and other relevant agencies.



- Conduct community outreach and education programs to inform immigrants and refugees about their legal rights, available resources, and immigration processes.
- Collaborate with other legal professionals, social workers, and community organizations to provide holistic support to clients.
- Participate in advocacy efforts to influence immigration policies and laws at local, state, and federal levels, in alignment with the required mission and goals.

QUALIFICATIONS and REQUIRED SKILLS:

- Admission to the bar in at least one state in the US.
- 5-7 Years of immigration law experience focusing on asylum and refugee law.
- Thorough understanding of US immigration laws, regulations, and procedures, particularly regarding refugees and immigrants.
- Strong verbal and written communication skills to effectively communicate with clients, colleagues, and stakeholders.
- Ability to analyze complex legal issues, research, and formulate effective legal strategies.
- Sensitivity to cultural differences and understanding the challenges faced by refugees and immigrants.
- Strong advocacy skills to represent clients' interests effectively in legal proceedings and advocacy efforts.
- Ability to manage multiple cases simultaneously, prioritize tasks, and meet deadlines.
- Ability to work collaboratively with colleagues and partners from diverse backgrounds.

EDUCATION

- A Juris Doctor (JD) law degree from an accredited institution.

OTHER

- **Work Hours:** 8:00am – 6pm, hours may vary based on client needs
- **Req Type:** Varies
- **Salary:** Determined based on experience and education
- **Location:** Nationwide
- **Travel:** Yes, Travel may be required.



BENEFITS

We offer a competitive benefits package for full-time employees to include paid holidays, paid time off, medical and dental.

VECRA, Inc. is an equal opportunity and affirmative action employer. VECRA is committed to administering all employment and personnel actions on the basis of merit and free of discrimination based on race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status, or disability.

VECRA maintains a drug-free workplace and performs pre-employment substance abuse testing and background checks, where permitted by law.

Email resumes to HumanResources@vecrainc.com with **Subject Line: Immigration Lawyer**