



CENTRAL AMERICAN RESOURCE CENTER
CENTRO DE RECURSOS CENTROAMERICANOS

Strengthening Immigrant Family Wellness
Fortaleciendo el Bienestar Familiar de Inmigrantes

2011 LAW INTERNSHIP

Description Of The Organization

Salvadoran exiles and refugees established CARECEN in 1986 to address the needs of Central Americans who fled the region amid the civil wars, political repression, and counter-insurgencies of the 1980s. Because recently-arrived immigrants required low-cost legal services to help them establish residency or obtain work permits, CARECEN originally focused on providing immigration legal services and advocacy. As CARECEN became more established, our clientele requested additional types of services, with a focus on health and wellness and family support. Throughout our history, CARECEN has always addressed social justice and equity issues through a combination of direct services and advocacy.

CARECEN's legal program has served more than 9,000 low-income immigrants each year, this program provides a variety of direct legal services, community education, and advocacy.

Law Intern's Job Description

CARECEN invites first- and second-year law students to apply for internships in our legal program. Internships are available during the school year and during the summer. The intern's work will focus on immigration law. CARECEN's priorities includes asylum, U Visa, temporary protected status (TPS), VAWA, Naturalization and Citizenship, Motions to Reopen, Motions to Reconsider, Immigration Court and United States Citizenship and Immigration Service (USCIS) Appeals, waivers, and deportation defense. The intern reports directly to the Staff Attorney and Immigration Legal Program Coordinator.

Summary Duties

- Review and process applications for immigration relief, performs legal and factual research for cases being represented before the Immigration Court and the USCIS.
- Advocate for clients' immigration rights and act as liaison for legal rights promotion among immigrant community.
- Other duties as assigned by the Staff Attorney and the Legal Program Coordinator.

Requirements

- Current enrollment in law school.
- A commitment to immigration issues, public interest law, and human rights.
- Excellent legal research and writing skills.
- Excellent organizational, interpersonal, and communication skills.



CENTRAL AMERICAN RESOURCE CENTER
CENTRO DE RECURSOS CENTROAMERICANOS

Strengthening Immigrant Family Wellness
Fortaleciendo el Bienestar Familiar de Inmigrantes

- Ability to work effectively in a collaborative team-like manner.
- Ability to effectively work and communicate with diverse groups of individuals, including representatives of government, foundations, and grass roots organizations.
- Written and verbal fluency in Spanish and English languages.

Time

- The full-time internship is 37.5 hours per week. The part-time internship (during Fall or Spring semesters) is 20 hours per week minimum. Part-time internships are not available during the summer. "Split" summers are not allowed.

Pay/Credit:

During the school year, most students work for credit only. For summer internships, we encourage students to seek independent funding through their law school if available.

How to Apply:

Students should send one copy of their cover letter, resume, writing sample and list of references to:

Laura Sanchez
CARECEN
3101 Mission Street, Suite 101
San Francisco CA 94110

CARECEN is an equal opportunity program and does not discriminate in employment or the provision of public services on the basis of race, color, religion, sex, national origin, citizenship status, age, disability, political affiliation or belief.