



**Consultant
Project Coordinator**
(3-month paid engagement)

Dilley, Texas

The **American Immigration Council** is a non-profit organization established to increase public understanding of immigration law and policy, advocate for the just and fair administration of our immigration laws, protect the legal rights of noncitizens, and educate the public about the enduring contributions of America's immigrants.

The Council has significant experience leading advocacy and litigation efforts to challenge unlawful asylum, detention, and deportation policies, including its collaborative work at the Artesia, New Mexico family detention facility, which was closed in late 2014, and its ongoing work at the Dilley family detention center.

The Council is seeking a consultant who will support staff and volunteers assisting asylum-seeking women and children detained in Dilley, Texas and assist in compilation of data to end family detention. The consultant will report directly to the Director of the pro bono services project and will meet with a representative of the Council periodically.

Scope of work is inclusive of the following:

- Case management assistance, including intake and informational meetings with clients.
- Maintaining database integrity and information.
- Working with volunteers.
- Assist with data collection and compilation.

Law school, legal assistant or paralegal experience is helpful, in addition to experience working with victims of trauma. Knowledge of immigration law is a plus. Spanish proficiency is required for project.

Target start date is **March 5, 2017** or as soon as possible thereafter.-

Please forward resume and letter of interest to hr@immcouncil.org