

ARTISTIC FREEDOM INITIATIVE

AFI Seeks Immigration Attorney Starting January 2024

POSITION DESCRIPTION

AFI is seeking a full-time Immigration Attorney to provide support to our growing legal team. The Attorney position will be responsible for supporting the case work for AFI's at-risk international artists. Due to the ongoing crisis in Iran, AFI has seen a drastic increase in applications for assistance from Iranian artists at risk. The Attorney position will be responsible for supporting the case work for Iranian artists, as well as others outside the region, as needed. As such, candidates with lived experience in Iran or with the Iranian diaspora will be prioritized. The Attorney position is for a one-year term, and may be subject to renewal.

We are looking for a highly-motivated, resourceful, detail-oriented, articulate, versatile, and socially conscious individual to join our team. The ideal candidate is committed to human rights and the arts, is comfortable self-directing in a dynamic environment and can work well as part of a small but fast-paced team. The ability to multitask, comfortably communicate with clients and partner organizations, and proactively work on a variety of immigrant and non-immigrant visa matters is important.

WORK LOCATION: The AFI office is currently running a hybrid in-person/remote model. Candidates should be based in or willing to relocate to the New York City area.

REQUIRED QUALIFICATIONS:

- At least one year of experience with talent-based visa petitions (O-1B, P-3, EB-1A)
- Consular processing experience
- J.D. from an accredited law school in the United States
- Admission to a U.S. State Bar
- A team player that can work well collaboratively and independently within a small team
- Excellent interpersonal skills
- Strong organizational, and verbal and communication skills
- Personal commitment to advancing human rights and/or the arts
- Ability to multitask, prioritize, and pay attention to detail
- Ability to maintain relationships and interact professionally with a diverse set of clients
- Strong proofreading skills
- Ability to spot, analyze, and resolve issues appropriately
- Strong computer skills, including familiarity with Microsoft Office and Google applications
- Full vaccination against COVID-19 required

PREFERRED QUALIFICATIONS:

- Fluency in Farsi, Spanish, Arabic, French, or Dari
- Experience working on H1-B petitions, asylum applications, and/or humanitarian parole applications

KEY RESPONSIBILITIES:

- Prepare and draft a variety of immigration forms and supporting documents for visa petitions filed with USCIS, which includes O-1B, P-3, and EB-1 petitions, as well as asylum applications
- Handle consular processing procedure for immigrant and nonimmigrant visas
- Provide legal advice and guidance to clients
- Meet assigned deadlines and communicate case statuses and progress with Senior Attorney
- Limited legal research and analysis

CURRENT SALARY RANGE: \$65,000 – \$75,000

BENEFITS:

- Health insurance, including dental and vision
- 12 PTO Vacation days, 6 PTO Sick days, 2 PTO Personal days
- 401(k)
- Observe 19 federal holidays
- Alternating 4-day workweek (office is closed every other Friday)
- Office is closed between Christmas Day and New Year's Day
- Flexible hybrid from home/in-office schedule

WORK AUTHORIZATION:

- United States (Required)

Please apply by sending a single PDF document, containing a cover letter and resume, and writing sample and saved as "Last Name, First Name: Immigration Attorney Application" to Zelo Safi at info@artisticfreedominitiative.org. Applications will be reviewed on a rolling basis.

ABOUT AFI

Led by immigration and human rights attorneys, Artistic Freedom Initiative (AFI) facilitates pro bono immigration representation and resettlement assistance for international artists who are persecuted or censored.

Dedicated to safeguarding the right to artistic freedom, AFI was founded on the notion that artists are uniquely situated to positively and powerfully effect change, provided their voices can be heard. As artists are increasingly censored, imprisoned, restricted from moving freely across borders, tortured, or even killed, it is more critical than ever that we safeguard the right to artistic freedom and zealously champion the courageous artists who exercise it.

To this end, AFI directly assists artists who have experienced persecution, censorship, or other restrictions on their freedom of expression, and supports artists who have demonstrated a commitment to advancing progressive social change and fundamental human rights. We work with immigrant artists to champion art produced in exile, advance creative cultural exchange, improve conditions for artists in their home countries, and safeguard their ability to express themselves creatively through the arts.