



## Summer 2024 Legal Intern

### **Mission & Organization Overview**

Based on the value of “welcoming the stranger”, HIAS Pennsylvania provides legal, resettlement and supportive services to immigrants, refugees and asylum seekers from all backgrounds in order to assure their fair treatment and full integration into American society. HIAS Pennsylvania advocates for just and inclusive public policies and practices.

HIAS Pennsylvania is one of the largest non-profit immigration legal service providers in Pennsylvania. The organization provides legal representation to low-income immigrants. Our focus includes dedicated initiatives working with domestic violence survivors, unaccompanied children, asylum seekers, individuals in removal proceedings and individuals seeking citizenship.

### **Internship Description**

**Title:** Summer 2024 Legal Intern

**Hours:** 10 weeks/35 hours per week

**Pay:** Unpaid

### **Summary of Responsibilities**

Responsibilities and tasks will be tailored to the individual’s strengths and interests, but might include:

- Intake;
- Draft affidavits;
- Prepare applications (Asylum, VAWA, U Visa, Naturalization etc);
- Work with clients to collect necessary supporting evidence;
- Country condition and legal research.

### **Qualifications & Requirements**

- Law student
- Foreign language fluency (Spanish strongly preferred): the candidate must possess sufficient fluency to work directly with clients on all aspects of legal representation without using an interpreter;
- Excellent verbal and written communication skills;
- Excellent organizational and time management skills and ability to pay close attention to detail;
- Ability to work independently and in a team of diverse professionals;
- A commitment to social justice and the public interest community.

*HIAS Pennsylvania is an equal opportunity employer and does not discriminate against any on the basis of race, color, religion, sex, national origin, age, disability, political affiliation or belief.*

Qualified candidates should email a resume and cover letter to Philippe Weisz at [pweisz@hiaspa.org](mailto:pweisz@hiaspa.org) and Stephanie Lubert at [slubert@hiaspa.org](mailto:slubert@hiaspa.org) with the subject line ‘2024 Summer Legal Intern.’