



FIELD LAWYER – Volunteer position

Fenix – Humanitarian Legal Aid is a US non-profit organization and Greek MKO, federally registered with Greece's Ministry of Migration and Asylum.

Our team of lawyers, protection officers, legal assistants, translators, psychologist and experts from different academic backgrounds, provides legal aid, protection and psychosocial services to refugees and asylum seekers on Lesbos, with the support of over 20 volunteers working remotely on translation, research, communication and fundraising.

We are looking for an independent, adaptable and responsible individual who is willing to work in an emergency setting. Our clients need great advocates who demonstrate compassion, patience, hard work and empathy in extremely trying circumstances. The successful candidate must be an excellent communicator, a cooperative, respectful team player, and have the ability to multitask and prioritize in a constantly shifting context.

Job description

Under the direct supervision of the Interview Preparation Coordinator and Legal team Coordinator, the lawyer will provide legal counselling to clients and assist them in the asylum interview preparation.

Job Responsibilities

Responsibilities will include, but are not necessarily be limited to, the following:

- Apply technical knowledge and skills to implement and/or assist in the delivery of emergency legal assistance.
- Develop work plans in coordination with the Legal, Protection and Mental Health and Psychosocial support team.
- Advise individual clients of options and rights they have in Europe.
- Maintain and manage individual case files and ensure that information gathered is formatted and uploaded to the electronic database, following applicable policies and procedures.
- Advocate on behalf of clients and make direct interventions with local authorities, other filed actors and international organizations if necessary.
- Refer potential clients to other agencies offering the assistance they require.
- Advise/Counsel clients of the available options to solve their particular legal problems and make recommendations on the best actions to take.
- Under the direction of the Legal Team Coordinator, prepare and submit detailed reports on cases, and follow-up as necessary.
- Collaborate in close contact with the Legal Assistants, Cultural Mediators and Protection Officers.
- All Fenix team members must comply with the values and principles outlined in the Fenix code of conduct and Policies.

Job Requirements

- Master degree in Law.



- Licensed to practice law
- Previous experience in practicing law
- Fluent in English. Other languages are an asset (French, Arabic, Farsi/Dari, Lingala, Somali Greek)
- In-depth Knowledge of Asylum Law and/or European Law
- Previous experience in the humanitarian field is an asset
- Strong computer skills
- High professional ethics
- Positive and professional attitude, including the ability to prioritize work under pressure and be able to coordinate multiple tasks and maintain attention to detail.
- Ability to conduct sessions with cultural mediators

Conditions

- Minimum 3 months full time position based in Mytilini, Lesbos. Priority will be given to those that can commit for 6 months or longer
- Volunteer position
- Starting date: January 7th 2022