



## VACANCY ANNOUNCEMENT – LEGAL COORDINATOR, CHIOS

Position	(International) Legal Coordinator	Θέση	(Διεθνής) Συντονιστής νομικών θεμάτων
Location	Chios	Τοποθεσία	Χίος
Duration	at least 6 months	Διάρκεια	τουλάχιστον 6 μήνες
Start	15 September 2021	Αρχή	15 Σεπτεμβρίου 2021

### **Deadline for application: 20 August 2021**

Equal Rights Beyond Borders is a non-profit organization committed to strengthening the rights of asylum seekers at Europe's external and internal borders. We focus on family reunification, the rights of unaccompanied minor refugees, and cases of illegal detention or return within Europe or to Turkey. We offer legal advice and legal representation for asylum seekers in EU Hotspots in Greece as well as on the Greek mainland and enforce their rights through strategic litigation in Germany and Greece. All offices work in close cooperation with partners in Greece, Germany and at EU level.

**The Chios office has been operating since early 2016. For that office, we are looking for a Legal Coordinator.**

On Chios, our legal aid services mainly focus on counselling in the first instance procedures, on appeals against unlawful rejections, on family reunions through the Dublin III Regulation. This includes informing asylum seekers about the border asylum procedures and the EU Turkey Deal, representing applicants in the asylum procedure and taking legal actions.

The team will consist of one international legal coordinator, one Greek lawyer, one to two legal trainees and/or interns and two to three interpreters.

### RESPONSIBILITIES AND DUTIES

- Counseling and representation in the first instance procedures
  - Consisting of facilitating registration procedures, preparation for interviews in front of the asylum service or European Asylum Support Office, accompaniment to interviews and drafting of supporting legal memos;
- Representation in family reunification cases under the Dublin III Regulation
  - Consisting of identifying eligible cases, gathering relevant documents, drafting legal memos and coordinating with the relevant Greek authorities.
- Intakes and case management of all new clients approaching the office or referred through other organizations;
- Representation of Equal Rights Beyond Borders Chios towards authorities & partners, including daily interaction with them;
- Coordinating communication between other Equal Rights' offices, and the Kos office in particular, including preparing reports and office updates;
- Coordination with and supervision of office staff (Greek lawyer, interns and interpreters) for the sharing of responsibilities and the smooth operations of the office;

- Coordination of litigation efforts to national and international bodies, such as European Court of Human Rights, UN Tribunals, Greek Ombudsman;
- Advocacy activities consisting of challenging unjust practices and policies through advocacy, including report-writing and documentation;
- General coordination and management of Chios office, including developing internal practices and policies and managing finance of the office.

#### QUALIFICATIONS REQUIRED

- law degree and/or specialization in European asylum law
- practical experience in the field of migration and asylum & administrative law
- experience working with vulnerable groups
- very good knowledge of EU and international asylum law
- very good knowledge of the refugee context at EU level
- ability to adapt to needs and to think creatively
- ability to self-start in a fast-paced and high-pressure work environment
- high resilience and flexibility
- fluency in English

#### PREFERABLY

- experience as counselor in the field of migration and asylum (potentially in the Greek context or border region)
- experience working abroad
- experience coordinating teams and groups
- experience working with interns or managing staff
- experience producing briefings and reports for advocacy purposes
- additional language skills (preferable: **French**, Arabic, Farsi, Pashtu or Dari)
- experience with family reunification under the Dublin III Regulation

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**Please send us a CV and explain your motivation to work with us by filling in the form [here](#).**