



February 25, 2021

**FULL-TIME PARALEGAL POSITION**  
**Asian Outreach Program**

***GBLS is an AA/EO/accessible employer committed to equity and inclusion in the workforce and regards professional diversity as assets.***

Greater Boston Legal Services is hiring a full-time paralegal to work in the Asian Outreach Program.

The Asian Outreach Program provides culturally appropriate legal services to and support for movement building in the Asian American community. Asian Outreach uses a community and movement lawyering model to work with clients and grassroots organizations to advocate for the legal rights of indigent and Asian immigrant communities. Using this model, we center the needs and voices of our clients and organizing in the Asian American community to determine the direction of our work. We incorporate direct legal services, legislative work, advocacy, and litigation—in collaboration with organizing—to fight against inequitable systems for low-income Asian American and Asian immigrants. Our model enables us to address immediate legal needs and inspires our work against systemic inequality and oppression.

The paralegal will conduct community outreach and intake, provide community legal education, collaborate with existing community partners, foster new relationships with grassroots groups, and/or represent individual clients in administrative proceedings. The paralegal will become a generalist, providing legal assistance in substantive law areas such as housing, immigration, employment, public benefits, and family law. Focused project areas include fighting deportation in the Southeast Asian community, educating nail salon workers of their rights, and defending against housing displacement in the Vietnamese community.

GBLS is looking for a paralegal who is bilingual in Vietnamese with an understanding of Asian American history and culture and experience working with Asian immigrant communities. Strong interpersonal skills and a commitment to representing the Asian American community with a specific focus on low-income immigrants with limited-English proficiency are required.

Salary is based on union scale. GBLS provides excellent benefits, including health and dental insurance. Interested candidates should submit a resume with a cover letter describing any prior public interest legal or advocacy experience working with the Asian immigrant community to [jobs@gbls.org](mailto:jobs@gbls.org). Please refer to **job code: AOP-Para** when applying for this position. **Deadline March 12, 2021** or until position is filled.