



## **LAW OFFICE OF SUSANNA L. SHAFER**

**The Law Office of Susanna L Shafer is seeking to fill our pro-bono staff attorney position. The position is state-funded through a grant from the Massachusetts Access to Counsel Initiative.**

### **Who We Are**

For nearly 25 years, the Law Office of Susanna L. Shafer has advocated for immigrants to the United States, primarily providing direct representation to asylum seekers, to victims of torture and domestic violence, to people seeking humanitarian relief after disasters in their home country, and to people seeking to be reunited with their family members in the United States. We work both in the U. S. Immigration Court and Federal Court system providing removal defense, as well as assisting people in applying for lawful status with the United States Department of Homeland Security and U S embassies and consulates world-wide. Our office was founded with the goal of addressing the representation gap for hardworking immigrants who may not qualify financially for legal services, but who also cannot afford higher priced, Boston-based representation. To this end, we have strategically established offices in lesser-served areas including Susanna Shafer's hometown of Taunton, Massachusetts, centrally located in Southeastern Massachusetts, as well as in Newton/Needham, accessible to the working communities of Metro West and Boston.

Through our longstanding practices such as free initial consultations, flexible payment plans, and "low bono" pricing, we have had proven success in providing community support and affordable immigration representation to individuals throughout Massachusetts and New England. We are a small private law firm with a welcoming, family-friendly vibe.

We are a proud subcontractor with the Massachusetts Access to Counsel Initiative.

### Massachusetts Access to Counsel Initiative (MACI)

The Massachusetts Access to Counsel Initiative was founded by the Massachusetts legislature in 2025 in response to recent changes and increased enforcement of the administration's immigration policies. The mission of the program is to ensure due process rights for

Massachusetts residents are met during all stages of immigration removal proceedings. Since December 2025, the Law Office of Susanna L. Shafer has been a subcontractor with MACI, helping to ensure that Massachusetts residents who meet the program's eligibility requirements are represented in their immigration court proceedings. In addition to supervision and training from the law office, MACI will provide the staff attorney with training, resources, and mentorship. For more information about the MACI, visit the program website at: <https://miracoalition.org/massachusetts-massachusetts-access-to-counsel-initiative-maci/>

### **Who You Are**

A Massachusetts Licensed Attorney with 0-4 years of experience who demonstrates commitment and is excited to protect the due process rights of society's most vulnerable. Previous experience in public interest law or immigration (including internships, externships, and clinics) preferred. Fluency in a second language is not required, but we will give preference for well-qualified applicants who speak Haitian Creole or Portuguese.

### **Pro Bono Staff Attorney Responsibilities**

- Screening MACI referrals for program eligibility;
- Reporting case intake and outcomes to MACI administrators;
- Representing clients at all stages of EOIR Court Proceedings;
- USCIS filings for work cards, U-visas, SIJS, and family adjustments;
- Accompanying clients to ICE check-ins;
- Occasional appearances before the Massachusetts Family and Probate Court; and
- Occasional travel to meet clients without access to transportation.

### **Salary and Benefits**

- \$72,000-\$76,000 per year;
- Health and Dental Benefits;
- Malpractice Insurance;
- Other expenses negotiable.