

Application Pack

Community Lawyer (Immigration)

We are recruiting an immigration lawyer to take up the exciting new role of Community Lawyer within ATLEU. The successful candidate will play a pivotal role in delivering ATLEU's community lawyering strategy to bring about meaningful change with and for survivors of human trafficking and exploitation.

The community lawyer will build relationships and work alongside community and survivor led organisations so that ATLEU: understands communities' needs, the systemic issues they face and their priorities and goals; shares legal knowledge, skills and resources which help to empower communities to advocate for themselves; delivers advice in a way that best reaches survivors where they are; and co-produces litigation strategies with communities to bring strategic challenges that tackle systemic injustice and support and amplify community campaigns.

About the candidate

We are looking for someone who is committed to working closely with communities in a non-hierarchical and collaborative way, recognising the centrality and leadership of survivors to deliver meaningful change. You will be an excellent communicator, have empathy, be confident working independently and have good organisation skills.

The role will involve spending time working with organisations who do important work directly with survivors in different settings. It would suit someone who would like work that won't always be in the office, who enjoys interacting with different groups of people, developing networks and building relationships, listening and learning from others' experience and approaches. You will be open to adjusting how you deliver advice and services, using what you learn from the organisations you work with in practice. You will be flexible and able to adapt to new challenges and environments.

You will have experience working with migrants and/or survivors of trafficking and/or be a migrant/survivor yourself. Ideally you will have a strong working knowledge of the NRM and the immigration and support options available to survivors or be able to demonstrate your interest in this area and commitment to learning more. You will be comfortable working with people who have insecure immigration status and housing, able to build relationships rapidly with people facing difficult circumstances, and to offer clear, accessible advice with kindness and understanding.

We welcome applications from candidates with different levels of experience. It is envisaged that candidates could include those who are authorised litigators with up to 4 years PQE as well as those who are at an earlier point in their legal career or who are immigration caseworkers. Candidates do not need to be authorised litigators or to meet legal aid supervisor standards to be considered for the role. Candidates must have a minimum of two years' experience of immigration casework and have experience providing high quality advice, trauma informed working and client care. Successful

Providing a comprehensive and dedicated legal service to victims of trafficking and labour exploitation.
Office opening hours Monday to Friday 10 - 5.

candidates will be passionate about this role and ATLEU's approach with a skillset that encompasses both legal skills as well as a demonstrable ability to work creatively and sensitively, to manage collaborations with an awareness of power dynamics, and to build strong relationships with a wide range of people. The salary for the role will reflect the legal qualifications, legal and non-legal work experience of the successful candidate.

About the role

- The Community Lawyer will work on an early legal advice project for migrants escaping trafficking in London. You will deliver early advice to survivors, to help them understand their rights and make informed choices whether to enter the National Referral Mechanism, what immigration claims to pursue and how to get protection from further harm, and access accommodation and support. This work is grant funded and will operate outside the legal aid framework. The Community Lawyer will also have a small caseload of legally aided work that progresses beyond initial advice. You will work closely with our Immigration lead lawyer in London, as well as two fellows with lived experience of trafficking/modern slavery and migration over a 12 month period with ATLEU and community organisations.
- The role will involve co-production of legal resources about survivors' rights with ATLEU's lived experience group the Changemakers, and organisations working with survivors. These will explain survivors' rights and will be developed in a way that can best reach those in need. The aim is to help survivors better understand their rights after escaping exploitation and empower them to use the law to drive meaningful change. Previous experience of co-production, developing information resources and training are desirable.
- A key element of this role is to continue learning about how ATLEU can best support community organisations - sharing our legal knowledge and skills to support communities to achieve their goals - and shape the development of ATLEU's community lawyering approach. The successful candidate will be interested in exploring different ways of working, be flexible and able to adapt to different needs. They will be able to listen to what organisations rooted in migrant and survivor focused work find challenging and act as a bridge to lawyers in ATLEU, to start thinking how we might work together to develop legal solutions. They will also share learning from their practice with the rest of ATLEU's team, to continue to develop ATLEU's best practice approach.

About ATLEU

With significant changes to trafficking, modern slavery and immigration law and policy, this is a critical time for survivors of trafficking and labour exploitation in the UK. Legal advice is an essential component in obtaining the support, safety and redress that survivors need to move forward. ATLEU works intensively with survivors over several years often assisting with multiple matters, helping to regularise their immigration status, obtain identification as a victim of trafficking, access treatment, support and appropriate housing, enforce employment rights and claim compensation.

You will be part of a very friendly multidisciplinary legal team, working alongside immigration, public law and compensation lawyers. We hold regular supervision, unit and team meetings to bring people together. We have a monthly team lunch in each office and create opportunities for socialising and connection with everyone who works at ATLEU.

You will have a personal training budget for external courses that support your work and access to all our own training opportunities. You will learn with lots of support around you from other colleagues. You will be able to feed into policy change and strategic litigation as part of the team.

This role provides the space and time for developing a new way of working to better serve survivors of trafficking and to support communities in the change they want to make.

Our lived experience work is led by the [ATLEU Changemakers group](#). In 2026 we are launching a year long fellowship for two migrant survivors of trafficking to work at ATLEU. We co-convene the 'Lived Experience Coalition' which is a group that brings together people who are working in lived experience spaces across the anti-trafficking sector, to share best practice. We are committed to developing ways for people with lived experience of trafficking and migration to participate in ATLEU's governance, including joining ATLEU's board of trustees. The Changemakers group recently co-produced ATLEU's five year strategy.

We are an equal opportunities employer and welcome applications from individuals of all backgrounds and experiences. We believe that diversity drives innovation, strengthens our teams, and leads to better outcomes for everyone. We particularly welcome applicants from those who are significantly underrepresented in our sector, such as individuals from Black, Asian and Minority Ethnic communities and people with lived experience of migration and trafficking.

We value each person as an individual, recognising and respecting the wide range of opinions, cultures, lifestyles, and circumstances that make us unique. We are committed to fostering an inclusive and respectful environment where all employees feel valued, supported, and empowered to thrive. Everyone deserves to be treated with dignity, and we are dedicated to ensuring that respect and inclusion are at the heart of our workplace culture.

ATLEU's mission and values

Our vision is a just world where no one is enslaved or exploited.

Our mission is to secure safety, rights and justice for survivors of human trafficking by using and challenging the law.

Our strategic priorities are:

1. To provide a model of high quality holistic legal support to survivors of human trafficking and exploitation
2. To tackle systemic injustice through strategic litigation and pursuing policy change
3. To build survivor leadership and influence within ATLEU and across the sector
4. To strengthen the capacity of advice, frontline and community organisations to meet the needs of survivors
5. To invest in and support our people to ensure we are effective and sustainable.

Our values are integral to who we are, what we do and how we do it.

- ***There is always another way***
We are persistent, resourceful and creative in our approach. We do the hard work to make justice accessible. We don't give up in the fight for fairness and freedom.
- ***We make the time. We listen. We hear***

We take the time to really listen to our clients and colleagues. We want to restore autonomy and agency. We give advice, rather than tell you what to do. If you fight, we fight. Our clients' needs come first.

- ***Knowledge is for sharing***

We lead the way in our knowledge and expertise of using and challenging the law for survivors of human trafficking. The strength of our team comes from our willingness to collaborate and share. We put our work before pride and always ask for help. The power of our knowledge comes through sharing it with others to secure justice and reform the law.

Our approach is to create lasting positive change for all survivors of trafficking through:

- legal casework
- strategic litigation
- capacity building, to strengthen the sector's response to trafficking and slavery, specifically, legal capability training, second-tier advice and sharing legal information and resources
- policy, research and campaigns.

We are committed to an anti-racist approach which includes understanding and tackling structural racism. We recognise that race plays a major role in immigration and modern slavery policy and practice and in the way that support and advice services are designed and delivered. We are committed to developing opportunities for the active involvement of survivors of trafficking and slavery within ATLEU and the wider sector and to working to ensure that people with lived experience are partners in bringing the change needed. We are committed to tackling climate change. Modern slavery actively contributes to environmental harm, whilst environmental degradation is a driver of migration which leaves people at risk of exploitation. These are key themes of our work and we are looking for a candidate who believes in our approach and will live our values.

You can find further information about ATLEU's work on our website here: www.atleu.org.uk

Employment Information

Job Title:	Community Lawyer
Job Term:	Permanent
Location:	London
Hours:	Full Time (35 hours per week) or Part Time. Flexible, job share and hybrid working arrangements available. (This role may involve some occasional evening and weekend working including one Sunday a month for a 6 month period, but time will be given back within the week if this occurs.)
Salary:	<p>£36,922 - £41,767 full time or pro-rata. This includes London weighting of £6,500.</p> <p>The salary offered will be based on ATLEU's salary scale and will take into account legal qualifications, PQE, accreditation, status as a litigator as well as other work experience relevant to this role, at the time of appointment.</p>
Pension:	7% employer pension contribution
Benefits:	Clinical supervision, individual training budget, staff discount scheme and personal wellbeing account.
Leave:	25 days a year + 8 bank holidays (33 days/year) with an increase of one day per year for each year of complete service, capped at 30 days + bank holidays per year (38 days).
Probation period:	6 month probation period
Reports to:	Immigration Unit Lead

JOB DESCRIPTION

Objectives of the post

- To build and nurture strong relationships with survivor-led and community organisations, developing a deep understanding of their needs, issues and priorities and, working closely with the wider ATLEU team, co-develop legal strategies and solutions to deliver meaningful change for survivors.
- To work with survivors to co-produce legal information and resources about survivors' rights and share legal knowledge and skills to empower communities to use the law for social change.
- To learn from survivor-led and community organisations how to best reach and advise survivors escaping trafficking, and to deliver early legal advice to survivors in the community about their NRM, immigration and support options.
- To deliver immigration legal aid casework for a small number of clients that goes beyond initial advice.

Main Responsibilities

Partnership working

1. To take the initiative in building and managing relationships with community partners.
2. To work with community partners to develop an understanding of the needs and goals of their community. Create spaces to explore ideas for action around the community's priorities and consider how ATLEU might support survivors and people working with them to use the law to build their power and create change.
3. To work with the Policy Manager, Training and Partnerships Manager and Strategic Litigation Lead Lawyer to share your learning from the community partners around the systemic issues they face, their priorities and develop training/rights information, legal and advocacy strategies to support them to achieve their goals.
4. To undertake a scoping exercise to learn more about different survivor-led and community organisations' needs and priorities and understand their interest in partnership opportunities with ATLEU and to use this to learn how ATLEU's proposed community lawyering model may work or need to be adapted to be effective. To continue to reflect on what works well and less well and to share your findings with your supervisor and use your insights to help to develop ATLEU's community lawyering strategy.
5. To manage the communication between community organisations and ATLEU's legal team.
6. To share your learning and insights from partnering with community organisations experiences with the wider legal team.

Information and resources

7. To work with ATLEU's Participation Manager and Project Manager to develop resources, together with survivors and community partners, which aim to help survivors to better understand their rights. To develop a plan to disseminate these most effectively.
8. To work in partnership with survivors and community partners to provide information and training sessions to empower communities by sharing legal knowledge, skills and resources.

Advice and casework

9. Deliver pre-NRM advice to survivors escaping exploitation that is person centred and trauma informed, and is adapted to respond to learning from collaboration with survivors and community organisations. To provide advice on trafficking identification, immigration options, accommodation and support entitlements and be alert to other immediate needs and concerns such as employment rights and the criminal justice process for someone as a victim or defendant.
10. To conduct immigration and NRM-related casework beyond initial advice under the legal aid scheme.
11. Casework tasks will include interviewing clients, advising them on their rights, assessing suitability and effectiveness of alternative courses of action, advising on potential challenges and legal procedures, offering effective signposting and onward referrals where appropriate, drafting documents and entering into advocacy for them with other parties as needed. To assist clients in liaising with other people and organisations to resolve their legal problems, where possible.
12. To assess clients for legal aid and manage legal aid requirements on a file.
13. Where appropriate, to conduct litigation or provide support and assistance to colleagues authorised to conduct litigation.
14. To ensure all advice and representation complies with the Specialist Quality Mark (SQM) standards, the requirements of the Legal Aid Agency contract (where applicable), Law Society and the requirements of an appropriate approved regulator.
15. To ensure that all relevant activity is entered onto ATLEU's case management system to enable accurate reporting and prompt billing and payment of work.
16. To meet billing and hours targets in accordance with ATLEU's requirements.
17. To participate in file reviews and supervision in accordance with the SQM requirements.
18. To attend and participate in staff and unit meetings. To participate in the selection of strategic cases, including participation in strategic litigation meetings from time to time.
19. To record learning from experiences in delivering advice and collaborate with others in the organisation, including the Head of Legal Practice, on how to feed this into ATLEU's overall legal service development.

Second Tier Advice and Training

- 20. To contribute to ATHUB (ATLEU's online resource) and ATLEU's advice line for professionals as appropriate.
- 21. To participate in the preparation and delivery of ATLEU's training and other events, as appropriate and with support and coordination from the Legal Training & Partnerships Manager.

Professional Development

- 22. To stay abreast of changes in immigration and trafficking law.
- 23. To discuss regularly, with the Unit Supervisor, your job performance and personal career development, participating fully in ATLEU's appraisal process.

Other Duties

- 24. To ensure that the terms of ATLEU's funders are adhered to in all aspects of ATLEU's delivery and to provide information for reports as required.
- 25. To be alert to the policy implications of issues presented by clients and feed into ATLEU's campaign and policy work on slavery and trafficking.
- 26. To play a full role in the organisation supporting colleagues to maximise their effectiveness.
- 27. To provide advice and assistance to clients in accordance with ATLEU's guidelines and priorities and professional ethics.
- 28. To support and adhere to ATLEU's equal opportunities policy and to always act in an ethical manner that upholds the good reputation of ATLEU.
- 29. To undertake additional duties as may become necessary.

PERSON SPECIFICATION

Experience and Knowledge

Essential

- Minimum of 2 years' experience in providing immigration advice
- Accreditation as a Senior Caseworker under the [Law Society's IAAS](#) or equivalent, or the ability to achieve IAAS accreditation within a reasonable timescale¹
- Experience of working with survivors of human trafficking and exploitation
- Good knowledge of the National Referral Mechanism (NRM) and/or an interest in this area and a commitment to learning more evidenced in your application.

Desirable

- Qualified as an authorised litigator with 0-4 years PQE
- Lived experience of migration and/or modern slavery
- Fluent/ confident speaking a second language
- Experience of managing relationships / partnerships / projects
- Experience of developing and delivering training and creating resources
- Experience of working in a community led organisation
- Experience of community organising, co-production and activism
- Experience of working with migrants in precarious and urgent situations and building rapport and trust quickly
- Experience or knowledge of other areas of law that may be important for survivors at pre NRM stage (eg. employment rights, criminal justice processes, domestic abuse, housing, asylum support).
- Knowledge and understanding of the current Legal Aid system and sector and experience of working under a Legal Aid contract.

Skills and Abilities

Essential

- Able to work collaboratively with people from different backgrounds and good at developing strong working relationships and effective alliances
- Ability to build rapport with a wide range of people and to communicate sensitively and sympathetically with traumatised and/or vulnerable people
- Ability to manage effective collaboration and work from an approach of empowerment, with an awareness of power dynamics.
- Exceptional written and verbal communication skills (on the telephone and in person)
- Excellent organisational skills
- Resilient and calm under pressure
- Creative and strategic thinker
- Flexible and adaptable to change
- Able to work pro-actively and independently taking responsibility for work and ensuring it is concluded successfully to a deadline

¹ We welcome applicants who may not have this qualification already, for example, if you are a Trainee Casework Assistant or Casework Assistant under the Law Society scheme or accredited to give advice under the Immigration Advice Authority scheme. Please look at the ["candidates' guidance" on the Law Society website](#) and explain your current experience and qualifications in your cover letter, setting out how you can meet the criteria for Senior Caseworkers at present or what else you need to meet them).

- Professional and mature manner, able to develop good working relationships with people both internally and externally
- High level of computer literacy and comfortable learning new systems and applications
- Able to communicate with individuals who have legal problems in a clear way that avoids jargon and overly formal speech.
- Ability to look after your own wellbeing in and outside work.

Personal Qualities

Essential

- Empathetic and compassionate
- Enjoys meeting new people and making new connections
- Comfortable with encountering unexpected situations and working outside the formal office environment.
- A good listener who is interested in others and what they have to say

Other

Essential

- To have the right to work in the UK.
- Motivated by ATLEU's mission and values.
- To be committed to equal opportunities and social inclusion.
- Sensitive to ATLEU clients' needs and able to handle confidential information appropriately.
- Willing to work outside normal working hours in times of pressure that may occur from time to time and at evenings or weekends (including one Sunday per month for a 6 month period) as required by the role.

Please note that candidates must be able to work in the UK and will be offered the job subject to suitable references and a DBS check. If you are appointed to the role, you will be required to provide further checks on your criminal records status throughout your employment.

Application Process

We will be holding an information session on **Tuesday 3rd February at 1pm** for potential applicants to find out more about this role. See our [Eventbrite](#) page for more details.

The deadline for applications is 9am on Thursday 19th February 2026. Applications received after this time will not be considered.

To apply, email your CV, a covering letter, and an Equality and Diversity Monitoring Form to us at recruitment@atleu.org.uk Quote “**Job Ref: 2026/ Community Lawyer**” in the subject of your email.

Please ensure that the cover letter:

- explains why you wish to work for ATLEU and in this role;
- explains how your skills and experience demonstrate that you meet the requirements for this role;
- covers anything else you wish to highlight from the person specification and how it applies to you.

Make sure you have included a contact telephone number or email address so that we are able to contact you easily and in confidence.

Let us know of any reasonable adjustments needed during the recruitment process or in the role — we are happy to discuss how we can best support you.

Skills and Abilities and Personal Qualities will be tested through the interview process which will also include a sample of writing and/or a problem solving task where you can apply your knowledge and demonstrate your skills.

ATLEU does not use AI in its casework and we will ask that any test is not prepared with the use of AI so that we can assess candidates’ own abilities fairly. We are interested in who you are as an individual, as your skills and personal qualities are important to success in this role. As you will be working independently, we need to have confidence in the level of your own abilities. We also ask that you do not use AI in preparing your application but if you do, please confirm that and how it was used.

Candidates shortlisted for interview will be advised by close of business on Thursday 26th February 2026.

Interviews will be held within the week beginning March 9th 2026.

Candidates may be asked back for a second-round interview.

All information about this role can be found here: <https://www.atleu.org.uk/join-us>

All information contained within the application pack is provided for information only and does not form part of an employment contract or job offer.