

UCL Centre for Access to Justice and Migrants Organise

Migrants Organise Internship

Open Exclusively to UCL Law Students

Description

UCL Centre for Access to Justice has partnered with Migrants Organise to offer an internship opportunity to UCL law students.

Migrants Organise is a support organisation for migrants and refugees located in Ladbroke Grove, London <http://migrantsorganise.org>. Last year the charity launches its new Legal Support Project headed by a barrister from No5 chambers. The project is unique in its approach in that it provides an all encompassing legal support - clients can come in with a variety of legal problems ranging from immigration, family, crime and even property and contract. The purpose of the project is to give personal legal support to one of the most vulnerable communities in London.

Migrants Organise has also collaborated with UCL Centre Access to Justice to initiate Migrants Organise x UCL CAJ Talk, an annual lecture on issues affecting migrants and refugees in the UK. The event will take place around mid-February.

Migrants Organise is looking for two volunteer intern caseworkers who will work once a week full day:

1. One Welfare Caseworker to work on either Tuesday or Thursday
2. One Immigration Caseworker to work on Fridays.

The role will be from mid October until end of March. The intern's performance will be reviewed after 3 months. The details of the work period is flexible and can be negotiated.

Volunteers will be able to apply for travel reimbursement and lunch from Migrants Organise, but otherwise the work would be completely pro bono.

Job Description

As a caseworker, students will initially assist one of Migrants Organise's caseworkers, and depending on competency, will be given more and more responsibilities. The job varies greatly depending on the clients' needs. Migrants Organise prides itself with its commitment to always going the extra mile in helping its clients and students are expected to adopt this ethos. Some of the things that students will be able to do include:

- Helping with general office administration.
- Interviewing clients.
- Collecting relevant evidence for the purpose of various applications or appeals.

- Helping clients to make inquiries or write various responses to various organisations such as the Home Office, local councils, other charitable organisations, etc.
- Finding destitute grants.
- Finding accommodations for homeless clients.
- Help apply for various benefits such as PIP, ESA, Asylum Support, Housing Benefits, etc.
- Apply for a HC1 NHS Certificate.
- Help clients apply for bail for immigration detention.
- Accompany clients to hearings in tribunals.
- Representing clients in the social security tribunals.
- Referring clients to solicitors or other organisations such as ASAP, BID, etc.
- Accompany clients to solicitor meetings.
- Applying for Exceptional Case Funding for Legal Aid.
- Making witness statements.
- Etc.

Towards the end of the internship, students are also expected to draw from their experiences to organise the Migrants Organise X UCL CAJ Talk for next year. Students will have the opportunity to choose the annual topic, invite speakers as well as advertise the event.

Migrants organise also runs a variety of other projects including a mentoring programme, poetry class, singing class, campaigning and advocacy projects. Students will be able to help in any of these projects should they be interested. For those who are not interested in the caseworker internship but wish to contribute in other ways, please contact Heike Langbein at heike@migrantsorganise.org

Benefits

- Migrants Organise is a small charity, thus students who show dedication and competence will be given increasing responsibilities. Migrant Organise relies greatly on the strength of its volunteers to carry out its aims and thus this is a great opportunity for students to actually contribute, help and literally make a difference.
- Migrants Organise also work with a practising barrister who provide legal advice once a week. Student will have the opportunity to talk with her to get insight into the bar, and shadow her to tribunals. After the internship, the student will also have the opportunity to become a legal intern and work closely with her.
- Students will gain valuable transferrable skills which will be important in the future.
- Students will have the chance to learn about different areas of the law relating to access to justice and how their legal knowledge and skills can truly help others.
- Organising a lecture will also allow students to reflect on the issues surrounding immigration and access to justice. This is also a fantastic networking opportunity.

Qualities

This opportunity is open to **LLB students at UCL**.

- Commitment.

Whilst interests in areas of laws relating to access to justice especially immigration are desirable, it is not necessary to show high level of previous dedication and commitment to this interest, as one purpose of the internship is to introduce students these areas of laws. Students however are expected to show professional dedication and commitment in carrying out their tasks. Students are expected to be proactive and helpful.

- Language fluency and precision.

Letter writing is a big part of the job and students are expected to be able to write clearly, precisely and using the appropriate tone. Students are expected to know the standard letter writing format, which should be evidenced in the application.

Foreign language skills such as French, Spanish, Arabic, and Farsi are desirable but not compulsory. Please indicate in the application any language skills and level of proficiency.

- Sensitivity and patience

Students will deal with truly vulnerable people – many are destitute, do not have a good command of English, suffer from numerous mental and physical health problems and face a number of other issues, legal or otherwise. Some of them will be difficult to deal with. Students need to be sensitive to the circumstances of the clients and display professionalism in their dealings.

- Problem solving

Clients can have a number of different issues and students will need to be able to provide creative and efficient solutions.

Should you have any queries about the position please contact Brian Dikoff through email at brian@migrantsorganise.org with the subject line “Caseworker Internship”.

How to apply?

The deadline for applications is Wednesday 7 October 2018 at 23.59pm. Students should send in their CV and a covering letter to **Adam Riley, Project Coordinator at UCL CAJ at accessjustice@ucl.ac.uk**. Adam Riley and Brian Dikoff will be reviewing the applications.

Shortlisted candidates will be invited to interviews taking place on 12 October.