

Marketa Zubkova
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PROFESSIONAL EXPERIENCE

- **Legal Worker**, Hispanic Affairs Project

January 2015-present

Assist clients with forms, collect evidence for their immigration application under a supervision of an immigration attorney; participate on immigration trainings; provide support to local immigrant committee.

- **Legal Assistant**, Law Offices of Luke J. Danielson, Gunnison, CO

March, 2007-present

Provide support and interpretation services to Spanish speaking clients. Work closely with an immigration attorney on immigration consequences of our clients' cases. Translation and review of intake forms and contracts. Maintain communication with clients.

- **Interpreter**, Community Options Inc, Montrose, CO,

July 2008-Present (half-time)

Provide support, interpreting services and early childhood information to Hispanic families.

- **Research Coordinator and Educational Programs Director**, Sustainable Development Strategies Group

April, 2009-present

Coordinate various projects on local, national and international level. Perform research task assigned in different languages. Serve as a course assistant for Sustainable Development of Natural Resources Series at the Sturm College of Law at DU, University of Arizona and at Western State Colorado University.

- **ESL teacher**, Center for Adult and Family Education, Gunnison, CO

October 2006 – present

Prepare lesson plans for beginner, intermediate and advanced students. Promote civic literacy in the community. Research new teaching methods and techniques.

- **Volunteer Interpreter**, Multicultural Resource Office, Gunnison, CO

September 2004 -Present

Provide medical and legal interpretation for non-English speaking individuals. Planned multicultural outings. Researched on immigrant integration of minority cultures.

•**Outreach to Shepherders**, Colorado Legal Services, Denver, CO

July 2013-June 2014

Provided educational materials to cattle and shepherders in Northwest and Western Colorado. Documented abuses related to workers compensation, human trafficking, wages, and the H-2A contract. Provided information on retaliation protections.

EDUCATION

Magister of Czech & English Philology February 2002
Palacky University, Olomouc, Czech Republic

Bachelor of Arts, Spanish, *cum laude* May 2006
Western State Colorado University, Gunnison CO

Master of Arts, Cultural Studies with Emphasis on Latin America June 2008
Prescott College, Prescott AZ

IMMIGRATION TRAININGS

Administrative Relief Update February 27, 2015
By Immigration Advocates Network
Webinar

CrImmigration: Crossing the Border Between Criminal and Immigration Law February 6-7, 2015
Denver University Law Review Symposium
Denver, CO
In person

DAPA Listening Session January 26, 2015
By United States Citizenship and Immigration Services (USCIS)
Teleconference

DACA Expansion Listening Session January 13, 2015
By United States Citizenship and Immigration Services (USCIS)
Teleconference

Getting Ready for Administrative Relief November 24, 2014
By Immigration Advocates Network
Webinar

Legal Resource Day	November 12, 2014
By 7 th Judicial District, Colorado Legal Services Montrose, CO In Person training	
BIA Recognition and Accreditation	November 6, 2014
By United States Citizenship and Immigration Services (USCIS) Teleconference	
<i>What Immigrant Workers Need to Know about Their Tax Obligations?</i>	October 14, 2014
By National Immigration Law Center, Rutgers University, Restaurant Opportunities Center United Webinar	
<i>Grounds of Inadmissibility</i>	July 8-August 5, 2014
By Clinic Legal Immigration Network (CLINIC) E-Learning Course	
<i>Overview of Citizenship: Acquisition, Derivation and Naturalization</i>	May 6-June 3, 2014
By Clinic Legal Immigration Network (CLINIC) E-Learning Course	
<i>Life After DACA</i>	March 27, 2014
By Catholic Legal Immigration Network (CLINIC), United We Dream, National Immigration Law Center, Educator for Fair Consideration Webinar	
<i>Introduction to Immigration Law: A Course for New Practitioners</i>	March 13-14, 2014
By Clinic Legal Immigration Network (CLINIC) Atlanta, GA In person training	
<i>Provisional Waivers: Process and Practice</i>	October 28, 2013
By Clinic Legal Immigration Network (CLINIC), Immigration Resource Center, Scott & Associates Webinar	
<i>Introduction to Family-Based Immigration</i>	October 10-November 21, 2013
By Clinic Legal Immigration Network (CLINIC) E-Learning Course	
<i>An Introduction to Immigration Law: A Course for New Practitioners</i>	September 16-October 28, 2013
By Clinic Legal Immigration Network (CLINIC) E-Learning Course	

Human Trafficking Focus Group/Training
By Laboratory to Combat Human Trafficking
Durango, CO
In person Training

September 26, 2013

BIA Recognition and Accreditation for Start-up and Expanding Programs
By Clinic Legal Immigration Network (CLINIC)
Webinar

March 20, 2013

Basics of BIA Accreditation/Recognition
By Flora Archuleta, *San Luis Valley Immigrant Resource Center*

March 2, 2013

Fundamentals of U.S. Immigration Law
By Clinic Legal Immigration Network (CLINIC)
E-Learning Course

February 21, 2013

Individual training/supervision for legal consultations (80 hours) July 2013-present
By immigration attorney Imelda Mulholland and BIA partially accredited Representative Flora Archuleta
DACA I-821D; I-765; I-765WS; G-1145; Renewing/replacing Green Card (I-90); FOIA; I-130; I-485; G-325A, G-28; Citizenship N-400

Immigration Law Practice for Accredited BIA Representatives 2013-present
In-person trainings by Flora Archuleta, *BIA Accredited Representative, San Luis Valley Immigrant Resource Center* at the HAP offices in Grand Junction/Montrose, Colorado

March 21-22, 2014 (16 hours):

BIA Accreditation/Recognition; Basics of Grounds of Inadmissibility; Adjustment of Status; Consular Processing; 245 (i); 245 (a); I-90; Consultation requests when clients already have legal representative; Referrals; Criminal history; Immigration history; I-821D; I-765; I-765WS; G-1145

September 27-28, 2013 (15 hours):

Practiced conducting Intake/Initial Consultations; Consular Processing; Basics of Waivers and who may need one; Citizenship; VAWA; Co-sponsor forms; Petitions for Alien Relatives; Grounds of Inadmissibility; DACA; Renewing/replacing Green Card (I-90); FOIA; DS230; DS 260; I-821D; I-765; I-765WS; G-1145

June 28-July 1, 2013 (24 hours):

Initial consultations/Intake; Introductions to Waivers; Discerning options between DACA and Residency where waivers may be needed or time out of the country may be required; DACA; Adjustment of Status; Consular Processing; Basics of Provisional Waivers; Citizenship; Petitions for Alien Relatives; Grounds of Inadmissibility (related to

soliciting public benefits); Checking Case Status; Selective Service registration information; N-600; I-864; I-864A ; N-400; I-485; AR-11; I-821D; I-765; I-765WS; G-1145

June 11-June 13, 2013 (20 hours):

Initial consultations/Intake; Review forms: I-130; I-485; G-325A, G-28, 245(i) Requirements, Introduction to Hardship Waivers/Provisional Waivers/Extreme Hardship, DACA, Citizenship Certificate for Minors, Adjustment of Status, Reading the Visa Bulletin, Checking Case Status with Receipt Number, Types of Evidence, USCIS Fees, Poverty Guidelines for Sponsors/Co-sponsors, VAWA, U Visas, Consular Processing; Citizenship; I-821D; I-765; I-765WS; G-1145

DACA Pro bono Workshop, Hispanic Affairs Project

July 13, 2013 (7 hours)

By Imelda Mulholland, Esq.

Observed immigration attorney review 10 DACA applications.

Grand Junction, CO

FORMS:

AR-11 Change of Address

G-325A Biographic Information

G-639 Freedom of Information/Privacy Act Request

I-90 Application to Replace Permanent Resident Card

I-130 Petition for Alien Relative

I-485 Application to Register Permanent Residence or to Adjust Status for Family-Based

I-765 Application for Employment Authorization

I-765 Worksheet

I-821 Consideration of Deferred Action for Childhood Arrivals

I-864 Affidavit of Support

I-864A Affidavit of Support Contract Between Sponsor and Household Member

N-400 Application for Naturalization

N-600 Application for Certification of Citizenship

DS 230 & DS260

GRASSROOT ORGANIZING

Inmigrantes Unidos de Gunnison, Gunnison CO, 2007-present

Coordinate regular meetings with local immigrant committee. Promote immigrant integration. Work with stakeholders in the community. Organize community events and activities.

BOARD EXPERIENCE

Colorado Immigrant Rights Coalition, 2008-2012

Hispanic Affairs Project, 2012-January 2015

AWARDS, HONORS

John Kiernan award presented by Hispanic Affairs Project for the solidarity and commitment to the immigrant community, 2012.

Immigrant Liberty Award presented by AILA Colorado Chapter in appreciation of outstanding service to the immigrant community, 2013.

SPECIAL SKILLS

Fluent in Czech, Spanish and English.