



Northwest Justice Project

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César E. Torres
Executive Director

Job Announcement Staff Attorney – Omak External

Northwest Justice Project (NJP) is a not-for-profit statewide law firm with a mission of **Combatting Injustice • Strengthening Communities • Protecting Human Dignity**. NJP secures justice for people in or near poverty through high quality legal advocacy that promotes the long-term well-being of low-income individuals, families, and communities through legal representation, community partnerships, education, and other advocacy.

NJP seeks applications from qualified attorneys committed to supporting our mission through the work of our Omak office serving Okanogan County and the Colville Tribal Court in North Central Washington. This is a full-time position.

JOB DUTIES:

The staff attorney will undertake a range of duties including, but not limited to:

- Work collaboratively to provide day-to-day legal assistance and direct representation to eligible clients referred to the office in all relevant forums, including state, federal, administrative agencies, and appellate courts.
- Use strategic methods and a broad range of advocacy tools in multiple forums to address high priority client needs, with particular focus on legal needs of persons and groups that experience special barriers to accessing civil legal services, including immigrants, youth, seniors, disabled persons, and other groups.
- Develop collaborative working relationships with a statewide network of advocates working on similar issues throughout the state and participate in advocacy task forces or work groups to address systemic issues that affect seniors, low-income persons, and communities in Washington.
- Engage with client community members and organizations, participate in legal education events for client groups, social and human services providers, engage with justice system stakeholders, and serve as a resource to other advocates on areas of current or acquired expertise.
- Utilize NJP's case management and timekeeping systems and comply with all applicable regulatory requirements and reporting needs.
- Support the work of NJP partners including the local volunteer lawyer program, private attorneys, programs serving the needs of unrepresented litigants, other legal aid providers and interested parties and organizations addressing the legal needs of low-income persons.

NJP has an organizational commitment to fight racism and to incorporate equity and inclusion in both the work we do and work environment we create. All staff are expected to uphold this commitment and approach their role with a desire to learn and grow in this area.



GENERAL QUALIFICATIONS:

- Member of the Washington Bar, the ability to acquire membership through admission by motion, or willing and able to take next bar exam.
- Experience in civil litigation with emphasis on housing issues that impact low-income persons in Washington is strongly preferred.
- Applicants should be culturally competent and have demonstrated experience working with low-income client communities, communities of color, limited English skills, and persons with disabilities.
- Bilingual Spanish is a plus.
- Willing and able to travel throughout the geographic service area to engage with people throughout Okanogan County and the Colville Tribal Court.

COMPENSATION: Starting salary is based upon years of experience, with an annual salary range of \$64,751 to \$121,022. We offer a comprehensive benefits package which includes 100% paid employee health premiums and significant premium shares for family health premiums, as well as generous time off.

Hours of work: NJP's typical client office hours are 9:00 – 5:00, Monday through Friday. Attorney positions are exempt and those in the position are expected to work the hours needed to meet the professional responsibilities.

To Apply: Submit a letter of interest, current resume and writing sample to Human Resources at attorneyresume@nwjustice.org. Cover letter and email subject line should clearly reference "Staff Attorney – Omak". Cover letter should include description of any experience, personal or professional, with low income or other marginalized communities.

Application Deadline: April 16, 2021.

NJP is committed to a policy of equal opportunity and fosters an environment free of barriers and discriminatory practices. NJP actively promotes mutual respect, acceptance, teamwork and productivity. NJP is committed to maintaining an organization whose staff, Board and clients are diverse in background, experience, race, color, national origin, gender, age, religious preference, marital status, sexual orientation, gender identity, gender expression, sensory, mental or physical abilities, veteran status, and other qualities that strengthen the program while reinforcing its commitment to basic fairness. People of color, people who identify as transgender, lesbian, gay, or bisexual, and those with disabilities are strongly encouraged to apply. Individuals needing a reasonable accommodation for the application or interview process or for more information about the project should contact Human Resources at (206) 464-1519.