

SUMMARY

Northwest Immigrant Rights Project (NWIRP) seeks a Spanish-speaking **bilingual attorney** to provide direct representation, community outreach and education to survivors of domestic violence and sexual assault and others who qualify for humanitarian protections.

The staff attorney will provide legal assistance to community members through: (1) direct representation (2) individual consultations; and (3) community education. The attorney will focus on providing representation on cases involving U visa petitions, VAWA self-petitions, adjustment of status applications and other forms of immigration relief. The attorney will also provide representation in removal proceedings before the immigration court. The staff attorney may also be assigned work relating to other immigration matters.

REPORTS TO

Directing Attorney, VAWA Unit.

RESPONSIBILITIES

- Provide direct representation to persons in removal proceedings;
- Provide direct representation to persons submitting affirmative applications with USCIS and the Department of State;
- Conduct presentations, workshops, legal clinics and individual consultations in Spanish and English;
- Provide support to NWIRP staff on cases dealing with humanitarian protections for victims of domestic violence, sexual assault and other crimes;
- Provide direct representation and other forms of legal assistance to individuals in other types of immigration matters;
- Perform administrative tasks related to grant reporting and other requirements;
- Participate in NWIRP's outreach, community education and development efforts;
- Perform other tasks as required and directed by supervisory staff.

PROFESSIONAL QUALIFICATIONS, EXPERIENCE AND ATTRIBUTES

- Law degree;
- Admission to the bar of any state in the U.S., but will consider an applicant who has taken the bar exam and is awaiting results;
- Demonstrated commitment to immigrant rights and willingness to support NWIRP's [mission, vision and values](#);
- Excellent written and oral communication skills;
- Commitment to working in a diverse working environment;

January 2019

- Fluent in English and Spanish;
- Prior experience working with survivors of domestic violence or sexual assault preferred;
- Strong organizational skills and ability to work independently; and
- Proficiency in use of web-based software, MS Word and MS Excel.

Beginning yearly salary for someone admitted to practice is \$62,017. NWIRP offers a generous benefits package, including 100% of premiums for excellent health, vision and dental plans; 3% employer retirement contributions; disability/life/AD&D coverage, paid vacation and health-related leave; subsidized transit pass; position-related travel reimbursement; extensive training. This is a full-time position covered by a collective bargaining agreement.

APPLICATION INSTRUCTIONS

Send letter of interest and resume to: yawastaffattorney@nwirp.org. Full consideration will be given to those who apply by January 31, 2019.

ABOUT NWIRP

NWIRP is a nationally-recognized immigration legal services organization with four offices in Washington State. NWIRP's mission is to promote justice by defending and advancing the rights of immigrants through direct legal services, systemic advocacy, and community education. NWIRP provides direct legal representation and assistance in immigration matters to over 20,000 people with low incomes from over 170 countries, speaking over 60 different languages. NWIRP challenges unjust policies through high-impact lawsuits and advocates for laws and policies that respect the rights of immigrants.

COMMITMENT TO INCLUSIVITY, EQUITY, AND REPRESENTATION

Northwest Immigrant Rights Project (NWIRP) is an equal opportunity employer committed to diversity. We **strongly encourage** applications from people of color, immigrants (including individuals who were formerly detained, undocumented, or who have navigated the immigration legal system), women, people with disabilities, members of the LGBT community, and other underrepresented and historically marginalized groups.

Our goal is to have a diverse Board, Staff, and Volunteer base that is reflective of the communities we serve. We believe having a Board, Staff and Volunteer base with diverse personal and professional backgrounds enhances our ability to meet our mission and creates a vibrant environment where all members of the NWIRP community thrive.

It is the policy of NWIRP to comply with all applicable federal, state, and local laws prohibiting employment discrimination. NWIRP is committed to providing a work environment free from discrimination and harassment. NWIRP does not discriminate on the basis of class, race, color, sex, marital status, sexual orientation, gender identity, veteran status, political ideology, age, creed, religion, ancestry, national origin, or the presence of any sensory, mental or physical disability.