



TACOMA, WA
FALL 2019 LAW STUDENT INTERNSHIP
SPRING 2020 LAW STUDENT INTERNSHIP

Northwest Immigrant Rights Project is seeking law student applications for fall and spring internship positions in its Tacoma office. These internships are unpaid, but NWIRP will work with applicants to secure outside funding or academic credit.

Interested applicants should apply to the contact listed below.

For fall, a first round of consideration will be given to applications received by the first Monday in July,

For spring, a first round of consideration to those received by the first Monday in October, and

However, all applications will be consider on a rolling basis.

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 LGBTQ+ 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.

TACOMA OFFICE – DETENTION POSITIONS

NWIRP's Tacoma office provides legal services to the 1,575 immigrants detained at the Northwest Detention Center (NWDC), 85% of whom are unrepresented.

Full-time interns will likely be able to directly represent a detained client (with attorney supervision) in removal proceedings. This includes appearing in immigration court hearings, preparing clients for court, preparing witnesses, drafting a number of legal briefs and making oral arguments in court. For spring interns, this will depend on the time available for the intern. In addition to their direct caseload, intern responsibilities include the following:

- Conduct “Know Your Rights” presentations at the NWDC to groups of detained people;
- Conduct intakes with individuals who are detained;
- Conduct workshops to assist those detained with applying for relief;
- Identify legal issues and potential forms of relief for people in detention;
- Draft pro se briefs for those in detention;
- Perform a variety of administrative tasks.

TACOMA OFFICE – NON-DETAINED POSITION

NWIRP’s Tacoma office also provides legal services to immigrants living in the Tacoma, South Sound, Olympic Peninsula and Southwestern Washington region.

Full-time interns will be able to work on a variety of cases encompassing different forms of immigration relief, including affirmative petitions before USCIS, defensive applications before the immigration court, or filings in Washington State courts. This includes conducting client interviews, preparing declarations and forms, writing legal briefs and memorandum, and researching legal issues related to immigration relief. Intern responsibilities will also likely include the following:

- Conduct intakes with potential NWIRP clients;
- Provide pro se assistance to NWIRP clients or potential clients under the supervision of attorneys;
- Identify legal issues and potential forms of relief for NWIRP clients;
- Appear (with attorney supervision) for immigration court hearings or USCIS interviews;
- Assist with organizing outreach events or Know Your Rights presentations;
- Perform a variety of administrative tasks.

APPLICATION MATERIALS

The internship is open to first, second and third year law students. Applicants should have a sense of humor, excellent written and oral communication skills, an interest in immigration law, a commitment to advancing and defending the legal rights of low-income immigrants and refugees and should value working in a diverse and fast-paced work environment. **Applicants proficient in Spanish are very strongly preferred. Term-time law student interns who are not full-time will have a different set of responsibilities.**

Interested applicants should apply by sending a cover letter and resume with “YEAR [Fall or Spring] Internship - NAME” in the subject line. Please also express if your interest is in the detention or non-detained positions.

CONTACT: tacomalegalinternship@nwirp.org