



FALL 2020
LAW STUDENT INTERNSHIP
TACOMA, WA
UNPAID- REMOTE

[HTTPS://WWW.NWIRP.ORG/JOIN-US/JOBS-INTERNSHIPS/](https://www.nwirp.org/join-us/jobs-internships/)

Northwest Immigrant Rights Project is seeking law student applications for part-time fall internship positions in its Tacoma office. **Legal interns will be asked to commit at least 20 hours per week for these virtual internships.** The internships are unpaid, but NWIRP will work with applicants to secure outside funding or academic credit when possible. We currently have availability for one non- detained work intern and two detained work interns.

At NWIRP, law students will gain exposure to immigration law and have the opportunity to improve their legal writing and research skills in a fast-paced environment.

A first round of consideration will be given to applications received by Friday, August 27th. However, all applications will be considered on a rolling basis, until the positions are filled.

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 up to 1,575 immigrants detained at the Northwest Detention Center (NWDC), 85% of whom are unrepresented. The two detained positions will work with our LOP Unit (Legal Orientation Program) of eight legal staff members or our ADI unit (Advocates for Detained Immigrants) of six legal staff members.

Legal interns will collaborate with an attorney supervisor on a variety of direct representation tasks and participate in discrete casework duties assigned by staff. Intern responsibilities will likely also include the following:

- Assisting pro se individuals to complete their applications for immigration relief;
- Drafting pro se briefs for those in detention;
- Completing legal and policy research projects;
- Performing 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. The non-detained Internship position will work with the TSU unit (Tacoma and South Unit) which includes five team members.

Part-time interns will be able to work on a variety of cases encompassing different forms of immigration relief, including affirmative Special Immigrant Juvenile Status (SIJS) petitions before USCIS and filings in Washington State courts. This includes conducting client interviews, preparing declarations and forms, writing legal briefs and memoranda, and researching legal issues related to immigration relief. Intern responsibilities may include the following:

- Conduct prescreens and 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. **Both Spanish and non-Spanish speaking position(s) are available. As the internship is remote, applicants are encouraged to apply regardless of their geographical location.**

Interested applicants should apply by sending a cover letter and resume with "2020 Fall Internship - NAME" in the subject line. Please also express if your interest is in the detention or non-detained positions by August 27th, 2020.

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