

### **SUMMARY OF POSITION:**

The Northwest Immigrant Rights Project (NWIRP) seeks a **Spanish-speaking attorney** to work with individuals detained at the Northwest Detention Center, a regional immigration detention facility that houses up to 1575 detainees. The attorney will be providing legal representation to individuals in removal proceedings.

The attorney will provide direct representation to detained persons in removal proceedings, including representation at the Tacoma or Seattle Immigration Courts, the Board of Immigration Appeals and the Ninth Circuit court of appeals. Attorneys will be managing a high-volume workload with complex legal issues in immigration and criminal law.

### **LOCATION:**

This position is located in the Tacoma office of the Northwest Immigrant Rights Project.

### **RESPONSIBILITIES:**

- Provide direct representation to clients in removal proceedings before the Immigration Court, on appeal to the Board of Immigration Court or before the federal courts, and before the Department of Homeland Security;
- Perform related administrative tasks;
- Maintain a working knowledge of significant policies, laws and trends in immigration law, particularly as it impacts low-income immigrants and refugees and those impacted by the criminal justice system;
- Engage in outreach and education in the area of immigrant rights;
- Participate in NWIRP's development efforts; and
- Perform other tasks as assigned by supervisory staff.

## PROFESSIONAL QUALIFICATIONS, EXPERIENCE AND ATTRIBUTES:

- Law degree;
- Admission to the bar of any state in the U.S. (or having sat for July 2018 bar exam and awaiting admission);
- Excellent written and oral communication skills;
- Demonstrated values in advancing and defending the legal rights of low income immigrants;
- Must be fluent in Spanish and English;
- Commitment to working in a diverse and challenging working environment;
- Comfort working with strict deadlines and multiple tasks;
- Strong organizational skills and ability to work independently; and
- Proficiency in use of MS Word, MS Excel and MS Access.

Salary is dependent on experience. Beginning salary is \$58,232 for someone admitted to practice. This position will receive a 5% raise on 1/1/2019 and a yearly raise on the anniversary of their start date. 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; bar dues; extensive training. This is a full-time position covered by a collective bargaining agreement.

## TO APPLY:

Send cover letter, resume and references to: [tacomajobs@nwirp.org](mailto:tacomajobs@nwirp.org) with the subject "2018 Tacoma Staff Attorney Application - NAME". **Full consideration will be given to those who apply by October 28, 2018, but applications will be accepted on a rolling basis until position is filled.**

## COMMITMENT TO DIVERSITY:

Northwest Immigrant Rights Project (NWIRP) is an equal opportunity employer committed to diversity.

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. We strongly encourage applications from people of color, immigrants, women, people with disabilities, members of the LGBT community and other underrepresented and historically marginalized groups.

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.