



Job Announcement Staff Attorney – Tacoma & Bremerton

Northwest Justice Project (NJP) is a not-for-profit 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 is seeking an attorney to provide legal assistance and representation in the areas of government benefits, housing, consumer and other high priority areas of law to eligible clients, specifically including former military service members and their families in Pierce and Kitsap Counties. The attorney will meet with clients in person at our Tacoma and Bremerton offices and at legal clinics at Washington State Veterans Homes located at Orting in Pierce County and Retsil in Kitsap County. This is a full-time position located in NJP's Tacoma field office, with offices in Tacoma, Pierce County and Bremerton, Kitsap County.

NJP requires all employees to be vaccinated and boosted against COVID-19. Providing proof of COVID-19 vaccine is a condition of employment. Exemptions based on medical reasons and sincerely held religious beliefs may be requested per NJP's EEO employer policy.

RESPONSIBILITIES:

The position responsibilities include but are not limited to:

- Meet with clients in person at NJP's offices and clinics at the Washington State Veterans Homes in Orting in Pierce County and Retsil in Kitsap County;
- Conduct initial client interviews to gather information and assess case merit;
- Provide direct representation to eligible clients in VA disability compensation benefits cases, discharge upgrade cases, housing, consumer and other high-priority cases;
- Regularly conduct outreach, develop, and provide training to clients and service providers on a broad range of legal issues, including identification of legal needs;
- Work collaboratively with client service providers to identify and address the most important individual and systemic problems that impact their low-income clients;
- Engage directly with client communities to devise and seek systemic solutions to other civil legal needs presented by the client population;
- Develop collaborative working relationships with NJP advocates to address systemic issues affecting veterans, through advocacy task forces or work groups;

- Produce legal brochures and materials to assist the client population;
- 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 volunteer lawyers, private attorneys, other legal aid providers and organizations;
- Participate in meetings with NJP partners and in administrative duties related to veterans program management, including reports, and sharing success stories; and
- Some travel required for court, clinics, meetings and other activities.

NJP has adopted the Washington Race Equity and Justice Initiative (REJI) and is organizationally committed to fight racism and to incorporate equity and inclusion in our advocacy work and our internal systems and work environment. NJP expects all staff to uphold the REJI commitments and approach their role with a desire to learn and grow in this area.

Qualifications:

- Member of the Washington Bar or able to obtain Washington license by motion or willing and able to take next bar exam.
- Prior military service a plus.
- 3 years of legal experience (including relevant internships) in legal aid or comparable practice preferred.
- Attention to detail and willingness to develop and maintain systems to facilitate grant reporting and compliance requirements.
- Able to develop and implement systems for case processing (e.g. referral, case triage and follow-up).
- Ability to work collaboratively with diverse partners, client communities, law enforcement, health care providers, guardians, case managers, and others.
- Cultural competency; especially with immigrants, veterans, people with disabilities, communities of color, limited English proficient persons, and seniors.
- Experience providing legal assistance and representation to low-income veterans and their families, and demonstrated competence with cultural issues related to serving veterans preferred.
- Prior experience working on veterans benefits and related assistance programs (VA, SSI, SSDI, TANF, food assistance and ABD), and/or discharge upgrades and Character of Service determinations a plus.

COMPENSATION: Starting salary is based upon years of experience, with an annual salary range starting at \$80,142 to \$140,712. 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: Please send your cover letter, resume, and writing sample to attorneyresume@nwjustice.org

Application deadline: November 22, 2024

Cover letter and email subject line should clearly reference “Staff Attorney – Tacoma/Bremerton”.

Cover letter should include description of any experience, personal or professional, with low income or other marginalized communities. Northwest Justice Project is especially interested in qualified candidates whose professional, personal and/or service experience allow them to contribute to and support the legal aid community’s commitment to race equity.

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 reference, 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 the Human Resources Department by calling (206) 464-1519 or emailing attorneyresume@nwjustice.org