



Job Announcement
Staff Attorney – Eviction Prevention Unit
Spokane

Northwest Justice Project (NJP) is a not-for-profit statewide law firm that pursues its mission of Combating Injustice • Strengthening Communities • Protecting Human Dignity through legal representation, community partnerships, and education.

NJP seeks applications from qualified attorneys committed to supporting our mission through the work of our statewide Eviction Prevention Unit (EPU). This full-time position is part of the statewide Eviction Prevention Unit (EPU) and reports to the EPU Eastern Region Managing Attorney. The EPU Staff Attorney will work out of NJP's Spokane office and will primarily serve Spokane, Lincoln, and Adams counties although coverage may be required in surrounding areas or statewide (through remote appearances or travel if necessary).

NJP is especially interested in qualified candidates with professional, personal and/or service experience that allows them to contribute to and support the legal aid community's commitment to race equity. Candidates must be willing to be engaged with the community to be served.

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

JOB DUTIES:

The staff attorney will undertake a range of duties including, but not limited to:

- Represent individuals found eligible for representation in unlawful detainer actions in Superior Court. Additionally, the staff attorney will assist individuals with unfiled unlawful detainer actions as appropriate.
- Use strategic methods and a broad range of advocacy tools to address high priority, eviction-related client needs, with particular focus on legal needs of persons and groups that experience special barriers to accessing civil legal services, including immigrants, youth, seniors, disabled persons, and other groups.
- Develop collaborative working relationships with a statewide network of advocates working on rental housing related issues throughout the state.
- Engage with the communities of people at risk of eviction and participate in legal education events for groups, social and human services providers and justice system stakeholders, and serve as a resource to other advocates working on landlord-tenant and eviction related

issues. Specifically, the eviction defense staff attorney will work collaboratively with rental assistance providers, dispute resolution agencies, and other community partners to ensure low-income renters have equal access to housing justice.

- Utilize NJP's case management and timekeeping systems and comply with all applicable regulatory requirements and reporting needs.
- Support the NJP's Right to Counsel work by providing coverage across counties as necessary.
- Will travel to courthouses within the region as needed.
- Support the work of NJP eviction defense partners including the local volunteer lawyer program, private attorneys, programs serving the needs of unrepresented litigants, other legal aid providers and interested parties and organizations addressing the legal needs of low-income persons.

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:

- Washington State Bar Association membership in good standing, the ability to acquire membership through admission by motion, or ability to take the next Washington bar exam is required.
- Litigation experience, with particular experience in Superior Court, tenant rights, and on matters related to housing is preferred.
- Experience in substantive areas, including housing, consumer issues, personal and family safety, or other legal issues that affect low-income communities preferred.
- Demonstrated experience and/or connection to NJP's client communities is also preferred.
- Should be culturally competent and have demonstrated commitment or experience working with low-income client communities, communities of color, limited English speakers and persons with disabilities.
- Travel between counties and representation in different courts required.
- Reliable transportation to travel to courthouses within a region is required.
- Fluency in a language used by our client population is preferred but not required (e.g., Indo European, Asian or Pacific Islander, Spanish, Russian, Polish, Ukrainian, Arabic, Vietnamese).

COMPENSATION:

Starting salary is based upon years of experience, with an annual salary range of \$80,142 to \$140,712. NJP offers compensation for those who are regularly asked to use a language other than English in their work. We provide a comprehensive benefits package that 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 their professional responsibilities.

To Apply: Please send your cover letter, resume, and writing sample to attorneyresume@nwjustice.org

Application Deadline: Applications submitted by December 20, 2024, will be given priority in review. This position will remain open until filled.

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 preference, 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.