



Northwest Justice Project

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Executive Director

Job Announcement Managing Attorney – Eviction Prevention Unit Northwest Washington

Northwest Justice Project (NJP) offers a unique leadership opportunity in a mission-driven organization serving the legal aid needs of low-income people and communities in the Northwest Washington region. NJP is a not-for-profit law firm that provides free civil legal services to address barriers and promote justice for low-income persons throughout the state. NJP pursues its mission of **Combating Injustice • Strengthening Communities • Protecting Human Dignity through** legal advice and representation, community partnerships, and education to empower clients and combat injustice in all its forms.

NJP is seeking qualified Managing Attorney candidates for its Eviction Prevention Unit in Northwest Washington. This position can be based in Northwest Justice Project's Everett, Bellingham, or Port Angeles offices, and will primarily serve Snohomish, Whatcom, Clallam and Jefferson counties, as part of the statewide Eviction Prevention Unit. This is a full-time, exempt position, and may require travel through the Northwest region and Washington state.

Northwest Justice Project's Managing Attorneys play a critical role in the statewide delivery of civil legal assistance to low-income communities across Washington State. They are responsible for the overall management of regional offices and specialized units comprising Northwest Justice Project's (NJP) statewide law firm and supports carrying out the program's vision, mission, Strategic Plan and other initiatives and goals.

The Eviction Prevention Unit (EPU) was created in response to the historic Right to Appointed Counsel program authorized by the Washington State Legislature in 2021. EPU attorneys represent indigent tenants during unlawful detainer proceedings throughout the state. The Northwest Region Managing Attorney will oversee the law practice of the EPU's Northwest team, as well as support the statewide Eviction Prevention unit as one of the four regional Managing Attorneys. This role offers significant opportunity for professional growth and development within a larger statewide legal aid program.

The EPU Northwest Region Managing Attorney reports to the Senior Managing Attorney – Right to Counsel. The Northwest Region Managing Attorney provides direct supervision and management of regional legal and support staff. The Northwest Region Managing Attorney represents their region and the EPU as part of the larger NJP leadership team.

RESPONSIBILITIES

Managing attorneys manage the law practice of offices/units that make up NJP's comprehensive legal aid delivery system and work with the statewide team of Managing Attorneys as a critical part of the larger NJP leadership team. Specifically, the Northwest Region Managing Attorney's responsibilities include:

- Operates and maintains an effective regional eviction defense team to protect the rights and homes of low-income persons facing eviction throughout Northwest Washington.
- Ensures that staff act in pursuit of NJP's mission and vision and consistent with NJP policies and procedures.
- Provides direct supervision of advocate and support staff, implementation of program policy and compliance requirements, and development and maintenance of local, client, community and public relations.
- Together with the Senior Managing Attorney – Right to Counsel and the Statewide Advocacy Counsel for housing, acts as a liaison between the Eviction Prevention Unit and NJP field offices and other units to ensure effective coordination between NJP programs to identify systemic improvements in eviction defense and housing rights around the state.
- Acts as a liaison between NJP's Eviction Prevention Unit and other organizations, volunteer attorneys, and contract attorneys providing eviction defense services to low-income tenants throughout Washington.
- Forges relationships with and between courts and other community organizations that support tenants or are engaged in the eviction process to ensure justice for low-income renters facing eviction.
- Ensures that NJP provides the training and resources necessary to support the region and the EPU and its work.
- Serving as an advocate for region staff, client and community needs in the development and implementation of NJP's statewide strategic plans, goals and initiatives.

The Northwest Region Managing Attorney makes attorney hiring recommendations, hires non-attorney staff, and provides ongoing coaching and support to their assigned region staff; takes corrective action to address any performance issues; and, in consultation with the Senior Managing Attorney – Right to Counsel, Human Resources Director, and Senior Management as appropriate under the circumstances, recommends and implements disciplinary decisions, including termination of employment.

The Northwest Region Managing Attorney is expected to provide direct client representation as appropriate within the framework of their duties, including as needed, serving as lead counsel or co-counsel on cases to train new advocates or to expand the substantive expertise of advocates and/or provide needed support on systemically important or sensitive cases.

Equity and Inclusion

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. The Central Region Managing Attorney plays a critical leadership role in advancing NJP's REJI commitments and our work to center race equity within their region, support staff's anti-racist growth and development, and must be committed to identify, and work to address NJP's shortcomings and challenges in advancing our REJI commitments.

QUALIFICATIONS:

- Minimum five years' legal experience with strong litigation skills required.
- Experience litigating housing or unlawful detainer actions preferred.
- Prior experience successfully managing or supervising others in a professional environment preferred.
- Experience in a formal or informal leadership role helpful.
- History of successfully mentoring other attorneys and/or law students required.
- Leadership of, involvement in, or demonstrated ability to identify and successfully pursue strategic, systemic, and affirmative advocacy.
- Commitment to advancing racial equity and experience with incorporating racial equity principles into advocacy and leadership.
- Appreciation of the differing strengths, skills, and styles of those supervised.
- Good judgment, ability to handle stress, initiative, and willingness to work as a team.
- Strong oral and written communication skills.
- Demonstrated exceptional relevant work experience as well as a commitment to serving low-income persons.
- Willingness and ability to engage with the communities to be served.
- Washington State Bar Association membership in good standing or active license in another state with the ability to obtain WSBA membership by motion is required.
- Language proficiency in a language spoken by our client communities, especially Spanish, is a plus.

If unable to meet all criteria, NJP will consider the full breadth of experience in order to determine if an applicant is deemed qualified.

Compensation: Salary range is \$126,800 to 189,600 based on relevant experience. 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.

To Apply: Submit a letter of interest, current resume and writing sample to

attorneyresume@nwjustice.org. Cover letter should directly address reason for interest in the position and outline experience mentoring others. Please include Managing Attorney – Northwest WA- EPU in the subject line.

Application deadline: September 11, 2026.

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 encouraged to apply. Individuals needing a reasonable accommodation for the application or interview process or for more information about the project should contact Human Resources at (206) 279-6265 or email attorneyresume@nwjustice.org