

10/18/17



**Bilingual (Spanish/English) Staff Attorney Position
Wenatchee, WA**

SUMMARY

The Northwest Immigrant Rights Project (NWIRP) seeks a **Bilingual Staff Attorney** to work in our office in **Wenatchee, Washington**. Fluency in Spanish is required.

The attorney will provide legal assistance to community members through: (1) direct representation; (2) individual consultations; (3) self-help assistance in the form of community workshops and legal clinics; and (4) community education. The attorney will focus on providing legal representation in various matters, but focusing on 1) defending individuals in removal proceedings; 2) representing victims of violent crimes in applying for immigration benefits (including self-petitions, U visas, T visas and other forms of relief); and 3) representing community members seeking immigration status through family visa petitions. The staff attorney may also be assigned work relating to other immigration matters as needed.

The attorney will also work closely with other staff members and community partners in the Eastern and Central Washington regions in conducting outreach and community education, and providing individual consultations to persons who may be eligible for immigration benefits.

REPORTS TO

Directing Attorney – Wenatchee Office

RESPONSIBILITIES

- Provide direct representation to persons in removal proceedings;
- Provide direct representation to persons submitting affirmative applications with USCIS;
- Conduct presentations, workshops, legal clinics and individual consultations in Spanish and English;
- Provide support to other NWIRP staff on cases;
- Perform administrative tasks related to grant reporting and other requirements;
- Participate in NWIRP's outreach, community education and development efforts; and
- Perform other tasks as required and directed by supervisory staff.

10/18/17

PROFESSIONAL QUALIFICATIONS, EXPERIENCE AND ATTRIBUTES

- Law degree;
- Admission to the bar of any state in the U.S. (will consider a law graduate planning on taking the next bar examination);
- Demonstrated commitment to immigrant rights and willingness to support NWIRP's [mission, vision and values](#);
- Excellent written and oral communication skills;
- Commitment to working in a diverse working environment;
- Fluency in Spanish is required;
- Strong organizational skills and ability to work independently; and
- Proficiency in use of web-based software, MS Word and MS Excel.

Beginning salary is \$49,289 or more depending on experience, plus health, dental, retirement and other benefits.

To APPLY

Send cover letter, resume and references to: wenatcheeattorney@nwirp.org with the subject line "Staff Attorney Application - Wenatchee". Full consideration will be given to those who apply by November 10, 2017, but applications will be considered on a rolling basis until position is filled.

Northwest Immigrant Rights Project (NWIRP) is an equal opportunity employer committed to diversity. It is the policy of Northwest Immigrant Rights Project 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 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 handicap.

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