



# Northwest Justice Project

## **Job Announcement** **Temporary Staff Attorney – VOCA - Spokane**

The Northwest Justice Project (NJP) is a not-for-profit statewide 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 has received one-time funding from the Office of Civil Legal Aid (OCLA) to hire an attorney to work on a time-limited basis representing crime victims, primarily in the area of domestic violence protection orders and family law. This is a full-time position with an anticipated employment duration through June 30, 2021. This position will be located in NJP's Spokane office.

The Spokane VOCA attorney will provide a full-range of civil legal assistance and representation to crime victims with high priority collateral civil legal needs. The lawyer will provide limited assistance, including advice and brief services at domestic violence clinics, as well as representation in litigation, administrative procedures, and other legal matters as resources allow.

The position will work as part of a larger team within NJP and will collaborate as part of a broader team of attorneys serving within the Washington Alliance for Equal Justice. Applicants should have a desire to work with crime victims and with the agencies that serve them. The lawyer will identify, conduct outreach to, and collaborate closely with victim and other services agencies, law enforcement and others to identify and address the most pressing legal needs of crime victims in the region. The Spokane service region includes Ferry, Lincoln, Pend Oreille, Spokane, Stevens, Whitman, Garfield and Asotin counties and the Colville, Kalispel, and Spokane reservations.

### **RESPONSIBILITIES**

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

- Work collaboratively with others to identify the most important problems that impact victims, their families, and their communities.

- Engage with clients and victim services providers to identify and seek individualized and systemic solutions to institutional barriers to preventing and addressing the adverse consequences of victimization, protecting and preserving access to basic needs, such as housing, income, and security.
- Identify and engage with persons and groups that experience special barriers to accessing civil legal services, including immigrants, limited English-speaking persons, seniors, veterans, children, and people with disabilities.
- Engage with prosecutors, U.S. Attorneys, and assistant attorney generals to identify exploitation cases for co-counseling or cross-referral.
- Engage with law enforcement, first responders, and mandatory reporters to develop identification and referral criteria for economic crimes.
- Develop collaborative working relationships with a statewide network of advocates addressing similar and related issues throughout the state; participate in advocacy task forces or work groups to address systemic issues that arise in the context of crime victimization.
- Utilize NJP's case management and timekeeping systems and comply with all applicable regulatory requirements and reporting needs.
- Help identify and develop on-line resources for use by attorneys and/or unrepresented litigants on crime victim rights and consequential legal impacts arising from being a victim of crime.
- Support the work of NJP partners including the volunteer lawyers, private attorneys, other legal aid providers and interested parties and organizations addressing the legal needs of crime victims.

## **QUALIFICATIONS**

- Strong written and verbal communication skills.
- Culturally competent and have demonstrated experience working with communities of color, limited English, persons with disabilities or others who may experience barriers to accessing justice systems.
- Experience working with crime victims helpful
- Ability to work well with a team.
- Ability to think outside of the box and develop creative solutions to problems.
- Excellent time management.
- Ability to speak a non-English language prevalent in the Spokane County community is a plus.
- WSBA membership in good standing or ability to acquire membership through admission by motion.

NJP has an organizational commitment to fight racism and to incorporate equity and inclusion in both the work we do and work environment we create. All staff are expected to uphold this commitment and approach their role with a desire to learn and grow in this area.

**Compensation:** Starting salary is based upon years of experience, with an annual salary range starting at \$63,233 to \$118,185. 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:** Submit a letter of interest, current resume and writing sample to Human Resources at [attorneyresume@nwjustice.org](mailto:attorneyresume@nwjustice.org). Cover letter and email subject line should clearly reference "Temporary Staff Attorney – VOCA/Spokane". Cover letter should include description of any experience, personal or professional, with low income or other marginalized communities. The Northwest Justice Project is especially interested in qualified candidates who's professional, personal and/or service experience allow them to contribute to and support the legal aid community's commitment to race equity.

**Application Deadline:** 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 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.*