



## POSITION ANNOUNCEMENT

<b>Job Title:</b>	<b>Staff Attorney, Housing Justice Project (HJP) Pre-RTC</b>
<b>Job Type:</b>	<b>Full-time salaried position</b>
<b>Salary &amp; Benefits:</b>	<b>Salary DOE (starting at approx. \$70,000), health insurance, paid leave</b>
<b>Application Deadline:</b>	<b>Open until filled</b>
<b>Start Date:</b>	<b>September 1, 2022</b>

### Mission Statement

Yakima County Volunteer Attorney Services (Yakima VAS) is a nonprofit organization that serves the most vulnerable of our community by providing expedited and intensive legal advocacy and problem-solving strategies. We strive to change the culture of the legal field by prioritizing and understanding the populations we serve.

### Nature of Work and Position Duties

The Housing Justice Project (HJP) is a specific program under Yakima VAS. Eviction and other housing-related issues are among the most-often identified civil legal needs in Yakima County.

The primary responsibility of the HJP Staff Attorney will be to represent low-income tenants in cases involving housing issues that are not filed with the court. This position will work closely with our Right to Counsel Staff Attorney to ensure cases are handed off efficiently as needed. More specifically, the HJP Staff Attorney will be expected to work with Yakima VAS staff and volunteers to provide professional, client-centered representation to low-income individuals facing housing and eviction-related issues in Yakima County.

### Essential HJP Staff Attorney Functions

- Prepare and manage a high-volume caseload requiring frequent negotiations with opposing parties.
- Develop and maintain relationships with opposing counsel, the court, and the community.
- Participate in the training and support of HJP volunteer attorneys.
- Participate in specialized legal clinics, “know your rights” presentations, and other formal and informal opportunities for low-income tenants to access legal advice and representation; make referrals to other Yakima VAS clinics and programs and other organizations to ensure low-income tenants have holistic access to legal representation and client services for all civil legal needs.

- Use, participate in, and cooperate with other programs operated by Yakima VAS to improve existing legal services
- Participate in specific and general program volunteer recruitment and CLE trainings.

### Experience and Qualifications

- Licensed to practice law in Washington.
- Knowledge of Washington housing law, or a commitment to learn this specialized field.
- Litigation and direct client management experience preferred.
- Demonstrated experience working directly with low-income clients, individuals from diverse ethnic, cultural, and socio-economic backgrounds, survivors of domestic violence or sexual assault, or individuals from historically marginalized and oppressed communities preferred.
- Established commitment to providing legal assistance to low-income clients preferred.
- Demonstrated ability to work both independently and collaboratively with others.
- Proficiency with Microsoft Office, Zoom, and LegalServer or similar case management software.

### Physical Requirements

The physical demands described above are representative of those required by an employee to successfully perform the essential functions. Ability to sit or stand for extended periods of time; interact with computer screens and manipulate essential computer components (i.e., mouse and keyboard). Mobility around the office, and abilities to bend/stoop, push/pull, and perform unassisted lifting consistent with the job duties are required.

### To Apply

For consideration, submit a letter of interest, resume, and 3 professional references to Quinn Dalan, Executive Director, at [director@yakimavas.org](mailto:director@yakimavas.org).

*Yakima VAS provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, gender, sexual orientation, gender identity or expression, national origin, age, genetics, disability, veteran status, citizenship or immigration status. In addition to federal law requirements, Yakima VAS complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training. Proof of COVID-19 vaccination or qualified exemption is required.*