



**STAFF ATTORNEY
FULL-TIME
\$75,000/YR**

ABOUT YWCA PIERCE COUNTY:

Established in Tacoma in 1906, YWCA Pierce County has devoted over a century to creating opportunity and safety for adults and children in the greater Tacoma community. After opening Washington State's first emergency shelter for victims of domestic violence in 1976, YWCA became a forerunner in the domestic violence service provision field.

As an inclusionary non-profit organization, YWCA Pierce County provides assistance to survivors of domestic violence and their children. All survivors are welcome regardless of race, ethnicity, gender, gender identity or expression, religion, or sexual orientation. Bilingual staff and interpretation services eliminate language barriers and ease transitions for all of our clients. The YWCA serves over 15,000 adults and children annually, who are seeking help due to domestic violence.

YWCA Pierce County is dedicated to transforming lives through safety, healing, and empowerment.

ABOUT THE STAFF ATTORNEY POSITION:

The YWCA Pierce County Staff Attorney represents victims of domestic violence whose case circumstances require the expertise and standing of a licensed Washington State attorney. Representation of clients focuses primarily in family law and protection order cases. This position represents clients in court, draws up legal documents, obtains protection orders, participates in mediation/settlement conferences, advises non-represented clients, and corresponds with other attorneys.

KEY RESPONSIBILITIES INCLUDE BUT ARE NOT LIMITED TO:

- Represents clients in court, or before administrative agencies
- Gathers evidence in civil and other cases to formulate response or to initiate legal action
- Conducts research, interviews clients and witnesses and handles other details in preparation for court appearances
- Prepares legal briefs, develops strategy, arguments and testimony in preparation for presentation of case
- Files briefs, motions and ex parte orders in Pierce County Superior Court
- Participates in mediation and settlement conferences with clients
- Interprets laws, rulings, and regulations for clients
- Consults with non-represented clients who are working with a staff legal advocate to advise them of rights and provide legal advice
- May provide legal advocacy training to community agencies, make presentations at conferences, and/or participate in community legal clinics, upon request
- Participates in agency or community work teams, upon request, including committees, task forces, or event planning
- Actively participates in staff meetings and scheduled internal trainings

SUCCESSFUL CANDIDATES WILL HAVE:

- J.D. from accredited law school and a member in good standing with the Washington State Bar
- Two years of experience with family law and civil court proceedings in Washington State
- Commitment to YWCA vision, mission and values
- Commitment to work effectively with diverse people
- Commitment to work with survivors of trauma and an understanding of the impacts of trauma
- Knowledge of legal protections available to survivors of domestic violence
- Demonstrated interest in social justice and social services work
- Ability to provide excellent customer service
- Ability to explain complex concepts in a simple and straightforward way
- Ability to synthesize disjointed information
- Ability to make effective and persuasive speeches and arguments
- Ability to prioritize tasks and manage time
- Ability to read, analyze, and interpret complex documents
- Ability to respond effectively to sensitive inquiries or complaints

HOW TO APPLY

For more information and a full job description, please visit www.ywcapiercecounty.org/careers

This position will remain open until filled. Interested applicants are invited to send a cover letter and resume outlining how they meet the specific requirements of the position to careers@ywcapiercecounty.org.