

ALFORD & ASSOCIATES, PLLC

ATTORNEYS AT LAW

Job Title: Associate Attorney

Location: Everett, WA

Alford & Associates, PLLC is seeking an entry level associate attorney to join our team representing indigent parents involved in child dependency, termination of parental rights, guardianships, and family law proceedings.

We are a small firm and work closely with one another to provide high-quality representation to our clients. The associate will be responsible for a full caseload representing clients from the start to finish of their case, including contested hearings, motions practice, bench trials, depositions, interviews, and meetings with the Department of Children, Youth, and Families.

The position is full time and offers a base salary of \$70,000, plus opportunity to make additional income.

Minimum qualifications:

- 0-3 years of experience in litigation
- A law degree and admission to the Washington State Bar. Recent graduates sitting for the July 2024 bar are encouraged to apply
- Demonstrated passion or commitment to public interest work
- Demonstrated understanding of systemic issues including race, class, and gender
- Mastery of Microsoft Office
- Candidate must have a car
- Strong work ethic and desire to learn and zealously advocate for indigent clients

Additional desired qualifications:

- Courtroom experience including contested motions in live court or trial advocacy experience including mock trial or moot court
- Experience working with vulnerable populations
- Experience drafting pleadings including motions, responses, or trial briefs

Applications are accepted on a rolling basis and will close when the position is filled. To apply please submit the following to crystal@alfordlawteam.com

- Cover letter addressing interest and qualifications
- Resume
- Writing Sample
- 3 references

We strongly encourage applicants from communities that are underserved and/or underrepresented in the practice of law to apply.

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