



WELCOME TO NWIRP!

Are you interested in working with NW Immigrant Rights Project but don't see a current opening that fits your skills? We'd love to hear from you! Please [use this link](#) to submit a cover letter addressing the questions below, your resume, and 3 references. Our HR team will review your information and reach out if a new position becomes available!

COVER LETTER:

Please answer the following questions in your cover letter:

- What kind of role are you looking for?
- Why are you passionate about immigrant rights?
- What skills and experiences do you hope to bring to this role? What do you hope to learn?
- Do you speak any languages in addition to English?
- Please list which offices you're interested in, in order of preference: [Granger](#), [Wenatchee](#), Tacoma, and/or Seattle.

COMPENSATION AND BENEFITS:

The beginning annual salary for non-exempt staff and operations/administrative staff with no experience is \$66,531.38 (\$36.55 per hour). The beginning annual salary for attorneys who've been admitted to practice is \$80,771.93. Salary increases are based on experience and tied to the provisions laid out in our [Collective Bargaining Agreement \(CBA\)](#).

NWIRP is proud to be a unionized employer and all permanent, non-director level roles are covered by NWIRP's CBA. For temporary staff and directors, most terms of employment outlined in the CBA apply across the organization, as explained in section A.5 of our employee handbook. Our benefits include:

- Fully-paid health, vision & dental plans for employee-level coverage with employer-funded HRA and HSA options
- Employer pays 50% of premiums for dependent coverage
- Health Care and Dependent Care FSA accounts
- Employer contribution of 3% of salary to 403(b) retirement plan with immediate vesting
- Generous paid health-related leave (12 days per year)
- Generous paid vacation (16 days during your first year)
- 12 weeks of paid parental leave after 6 months of employment (for permanent staff), plus the ability to extend with State-paid leave
- 14 paid Holidays with the ability to float 5 holidays
- Subsidized transit pass if based out of Seattle or Tacoma
- Employer-paid disability/life/AD&D coverage; Long-term care insurance
- Four weeks of paid sabbatical after every five years of employment at NWIRP
- Annual salary increases
- Relocation bonus for new permanent employees, pursuant to CBA

NWIRP is also an eligible employer in the Federal Public Service Loan Forgiveness program.