

# BOLTON LAW PLLC

*Coeur d'Alene | Spokane | Sandpoint*

---

## Family Law and Civil Litigation Attorney — Spokane Office

*Full-Time | In-Office | Spokane, Washington*

---

### About Bolton Law PLLC

Bolton Law PLLC is a tenacious, women-led firm known for aggressive advocacy and deeply personal client service across family law, criminal defense, employment law, civil litigation, and appeals. We've built a strong reputation in North Idaho and we're expanding our reach in Eastern Washington. We are not just growing a practice — we are building something that matters, and we bring that same conviction to every client we serve.

### The Opportunity

This is not a lateral move. This is an opportunity to do meaningful, consequential work in a firm that backs its attorneys with strong systems, real leadership access, and a culture that takes client service seriously.

The Family Law and Civil Litigation Attorney will anchor Bolton Law's family and civil litigation work out of our Spokane office. You will handle sophisticated family law matters alongside civil litigation, working in Washington courts with the full support of an established firm behind you. If you are a skilled, dual-licensed attorney who thrives in a fast-paced, high-stakes environment and wants more than a desk, this role was built for you.

### What You Will Do

- Handle a caseload of complex family law matters including divorce, dissolution, legal separation, parenting plans, custody, property division, and support across Washington.
- Manage civil litigation matters including contract disputes, business conflicts, and related civil claims from intake through resolution.
- Appear in courts across Eastern Washington with confidence and credibility.
- Manage client relationships with empathy and professionalism, delivering clear, honest communication at every stage of representation.
- Collaborate with firm leadership and fellow attorneys on strategy, work product standards, and cross-office coordination.
- Supervise, mentor, and provide quality oversight to paralegals and support staff as assigned.
- Drive business development through referral relationships, bar association involvement, and community presence in the Spokane and Eastern Washington market.
- Ensure compliance with Washington Rules of Professional Conduct and all applicable court rules and deadlines.
- Contribute to firm-wide systems, knowledge-sharing, and the continued growth of Bolton Law across both states.

## **Required Qualifications**

- Active Washington State Bar license, in good standing.
- Demonstrated experience handling complex Washington family law matters, including property division, parenting plans, custody disputes, and support proceedings.
- Experience in civil litigation, including pre-litigation strategy, pleadings, discovery, motions practice, and trial or hearing appearances.
- Strong courtroom presence and litigation skills in Washington courts.
- Excellent client communication and relationship management — you are known for responsiveness, clarity, and trust.
- Ability to manage a diverse caseload across practice areas without sacrificing quality or client experience.

## **Preferred Qualifications**

- Experience with high-asset divorce, business valuation disputes, high-conflict child custody matters, or complex multi-jurisdictional family law matters.
- Established referral network in the Spokane and Eastern Washington legal and professional communities.
- Experience supervising or mentoring paralegals or associate attorneys in a law firm setting.
- Idaho State Bar license, or willingness to seek admission — a plus for matters that cross into North Idaho.
- Familiarity with MyCase or similar legal practice management software.
- Washington appellate experience in family law or civil matters.
- Experience with employment law or business litigation as a complement to civil practice.

## **Compensation and Benefits**

- Base salary: \$180,000 - \$250,000 annually, depending on experience.
- Competitive performance bonus structure tied to individual and firm results.
- 401(k) retirement plan with firm matching contributions.
- Health insurance coverage.

## **Why Bolton Law**

- Three-office presence across growing markets in North Idaho and Eastern Washington, with active cross-state work product and referrals.
- A firm led by an attorney who built this practice from the ground up and is genuinely invested in the growth of every person on her team.
- A team culture grounded in accountability, mutual respect, and doing right by clients — every time.
- Competitive compensation with real performance upside for attorneys who produce.

## **How to Apply**

Send your resume, a representative writing sample, and a brief introduction to [maddy@kjboltonlaw.com](mailto:maddy@kjboltonlaw.com). Please include 'Spokane Family Law & Civil Litigation — [Your Name]' in the subject line. Applications are reviewed on a rolling basis and we encourage early submission.

---

*Equal Opportunity Employer. Bolton Law PLLC does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, sexual orientation, gender identity, or any other characteristic protected by applicable federal, state, or local law. We are committed to building a diverse team that reflects the communities we serve.*