

BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS

CHIEF BLACKBIRD CENTER

P.O. BOX 39

ODANAH, WI 54861

Job Title: Staff Attorney
Department: Legal Office
Hourly Rate: Negotiable (DOQ)
Full Time: 40 Hours
Exempt: Yes / Salaried
Supervisor: Lead Attorney
Posting Date: Public
Opens: December 29, 2022
Closes: Open Until Filled



Application Requirements:

- Must submit complete Bad River Tribal Application and Resume
- Transcripts
- Salary requirement
- 3 letters of recommendation
- Writing sample and
- Copy of Active license to practice law or eligibility to apply for Wisconsin State Bar Admission

Summary: The Staff Attorney works with the tribal government in all areas of Tribal law and Federal Indian law.

Essential Duties and Responsibilities

Advising on issues involving the delivery of government services to Tribal members, including jurisdiction, tribal property, civil rights, environmental law, and interpretation of social and family services and health services delivery to community members including child welfare services. Responsibilities may range from reviewing and editing draft documents to the provision of brief counsel and services to tribal government programs in meeting preparation or meeting settings, representing the Tribe in Tribal, state, and federal court, to advising and developing codes and policies for tribal government decision-making.

Qualification Requirements To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. The person in this position must be self-motivated and able to work with minimal direction.

Educational and/or Experience

Required: Training and Licenses

Juris Doctor degree from an accredited law school.

Active license or eligibility to sit for the Bar Exam to practice in Wisconsin and active license or eligibility to sit for the Bad River Tribal Court Bar exam to practice in Bad River.

Experience

Demonstrated knowledge of Federal Indian law with a minimum of two years of experience practicing law or the equivalent school practicum work.

Preferred

Knowledge of the culture and traditions of the Bad River Band of Lake Superior Chippewa, or other Tribes with similar cultures and traditions.

Other Skills and Abilities

Required

This is a required driver position.

Must possess a valid Wisconsin driver's license and meet eligibility for Tribal Insurance.

Ability to exercise initiative and good judgment in achieving the goals of the Tribal government.

A willingness to assume a varied caseload.

Strong work ethic and able to work nights when the Tribal Council and committees meet.

Background Check

This position is contingent on the ability to pass the required background check. This position requires a driver's record check, to meet eligibility for Tribal Insurance.

Language Skills

Excellent writing, speaking, and interpersonal skills.

Physical Demands The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Sedentary work with some standing and walking is required. Occasional lifting up to 25 lbs is required.

Working Environment

The working environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. The traditional ceremonial use of tobacco, sage, cedar, and sweetgrass is common. The noise level in the work environment is usually moderate.

Drug-Free Workplace in accordance with the Drug-Free Workplace Act of 1988, P.L. 100-690, and the Bad River Tribe's Employee Policy & Procedures Handbook. Indian Preference will be given in accordance with P.L. 93-638 and the Tribe's Preference Policy.

Send Application and Resume To:

Bad River Tribe

Attn: Human Resources

P.O. Box 39

Odanah, WI 54861

<http://www.badriver-nsn.gov/>

Application material may also be emailed to:

HRmanager@badriver-nsn.gov

HRassistant@Badriver-nsn.gov