

# BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS

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CHIEF BLACKBIRD CENTER

P.O. BOX 39

ODANAH, WI 54861

**Job Title:** Attorney, Health Services

**Department:** Legal Office / Health and Wellness Center Administration

**Hourly Rate:** Negotiable (DOQ)

**Full Time:** 40 Hours

**Exempt:** Yes / Salaried

**Supervisor:** Lead Attorney

**Posting Date:** Public

**Opens:** June 8<sup>th</sup>, 2026

**Closes:** Open Until Filled

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## 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

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**Summary:** The Attorney, Health Services, works with the Health and Wellness Center Staff supporting the development and implementation of the Center's Programs by providing direct legal services.

## Essential Duties and Responsibilities

Advising on issues involving the delivery of health care services in four major areas:

Legal advice on the implementation and operation of Indian Health Services Annual Funding Agreement, personnel staffing, Federal electronic communication and privacy rules, and cost recovery / credit assessment management;

Works closely with Programs' staff who negotiate contracts for health care administration and delivery of services;

Preparation and presentation of challenges to Federal agency decisions or administrative law judges; and

Reviews of the implications of proposed legislation on health care delivery.

**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 at least one state and eligibility to sit for the Bad River Tribal Court Bar exam to practice in Bad River.

#### **Experience**

Demonstrated written communication skills; interest in health, Indian, government contract law, appropriation, or administrative law; and the ability to work in a cross-cultural environment; outstanding organizational, time management, and interpersonal skills; and a demonstrated commitment to professionalism, ethics, civility, and public service..

#### **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 driver's license and meet eligibility for Tribal Insurance.

Ability to exercise initiative and good judgment in achieving the goals of the Health Services.

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. A background security investigation will be required upon recommendation for the position. Appointment will be subject to successful completion and a favorable adjudication. 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.

### **Benefits**

Medical, Dental, Vision, Group Life Insurance, Supplemental Life for Dependents, Short Term Disability Access, Long Term Disability Access, Planned Retirement Benefits, Paid Time Off eligible to accrue upon the 60th day of employment, and 17 Full and 2 Half Days Paid Tribal Holidays.

**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](mailto:HRmanager@badriver-nsn.gov)

[HRassistant@Badriver-nsn.gov](mailto:HRassistant@Badriver-nsn.gov)