



## LITTLE RIVER BAND OF OTTAWA INDIANS POSITION VACANCY ANNOUNCEMENT

**Position:** Chief Legislative Counsel, Legislative Legal Department  
(Full Time – Contractual)

**Summary:** *The Chief Legislative Counsel shall be responsible for providing consideration to and service concerning legislative matters brought before the Tribal Council or Legislative Branch. As Administrator of the Department, Counsel will coordinate the efforts necessary for the preparation of legislative measures, written opinions, research, and competent representation of the Tribe.*

**Employment Qualifications:** *A qualified candidate offers the following:*

- *J. D. Degree from an ABA accredited law school; and*
- *a minimum of five (5) years management experience with a law practice or legal department; and*
- *an established and successful legislative legal background in Indian Law as demonstrated by working for a federally recognized Tribe; and*
- *previous litigation experience in a tribal court system; and*
- *a license to practice law (shall obtain Michigan Bar within one year of employment, if applicable).*

**“Indian Preference applies in accordance with Ordinance #11-600-02”**

**Pay Level:** 8; Contractual; Exempt / Weekly Pay

### **Application Instructions:**

*Please submit a resume, cover letter, and completed application to:*

LRBOI HR Department  
375 River Street  
Manistee, MI 49660  
Fax: (231) 398-9101  
Email: [agiltz@lrboi.com](mailto:agiltz@lrboi.com)  
[www.lrboi.com](http://www.lrboi.com)

***Conditions of employment with the Little River Band of Ottawa Indians Tribal Government includes, passing a pre-employment drug test and background investigation, and successfully completing a 90-day introductory period. Candidates for this position will be required to have dependable transportation available to them without notice.***

*For the complete job description or further information, please contact the LRBOI HR Department.*

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Remove 3/13/12