



LITTLE RIVER BAND OF OTTAWA INDIANS POSITION VACANCY ANNOUNCEMENT

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

Summary: *This position provides support services to the Chief Legislative Counsel in regards to legal opinion research, litigation support, contract review, and support for Tribal entities as directed. The Associate Legislative Counsel will be assigned to provide legal services to commissions or subordinate organizations of the Tribe subject to review by Chief Legislative Counsel.*

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

- *J. D. Degree from an ABA accredited law school; and*
- *a minimum of one (1) year of experience with a law practice or legal department; and*
- *a working knowledge of Federal Indian Law; 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, writing sample, law school transcripts, copy of state bar license, and completed application to:

*LRBOI HR Department
375 River Street
Manistee, MI 49660
Fax: (231) 398-9101
Email: agiltz@lrboi.com
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.

Posted 5/4/12
Remove 6/4/12