



CALIFORNIA INDIAN LEGAL SERVICES

Escondido · Eureka · Bishop · Sacramento
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Dorothy Alther, Executive Director

Staff Attorney Position Available – Sacramento Office

Program Description:

California Indian Legal Services is a statewide, tribally controlled, non-profit corporation that provides legal services to Indian tribes, Indian organizations and low income individual Indians on issues involving Federal Indian Law. CILS provides a variety of legal services including brief counsel and advice and extended representation on core legal issues affecting Native Americans and Indian tribes. CILS is involved in litigation, policy analysis and advocacy and also provides transactional services to tribes involving economic development and tribal infrastructure.

CILS has four offices throughout California. Our Sacramento office provides legal services in 38 counties that include 51 of the 110 federally recognized tribes in California. This service area also includes numerous non-federally recognized tribes and one of the largest urban Indian communities in the United States. Additional information about CILS may be found on our website, at www.calindian.org.

Job Description:

Supervised by the Directing Attorney, the Staff Attorney will work collaboratively with other staff to provide exceptional legal services in all areas of Federal Indian law. Our fast-paced office provides legal services on issues of jurisdiction, tax, estate planning, trust assets, environmental law, natural resource development, tribal governance, employment and the Indian Child Welfare Act (ICWA). The Staff Attorney will assume a varied case load that may include: brief counsel and services to low income Indian individuals; state and federal court litigation; contract negotiation; advising tribal clients; developing and implementing constitutions, codes, and policies for tribal clients; making presentations; and ICWA related dependency cases.

Qualifications:

- California bar membership in good standing.
- Excellent communication, writing and organizational skills.
- Strong work ethic and able to work nights and weekends when many tribal councils meet.
- Ability to travel overnight and a valid driver's license.
- A commitment to providing high quality legal services for Indian people.
- Ability to work independently, as part of a team and to take initiative.

The following qualifications are desirable but not absolutely required:

- Demonstrated knowledge of Federal Indian law with at least 1-3 years of experience practicing law.
- Familiarity or experience working with Indian individuals, tribes or Indian communities.
- Prior legal services experience.

Salary:

Competitive salary D.O.E. CILS offers full family/partner medical, vision and dental benefits, AD&D, short & long-term disability insurances, life insurance, Section 125 Flexible Spending Account, generous leave policies and potential for annual performance incentive.

To Apply:

Submit a resume, cover letter, and writing sample to Patricia De La Cruz-Lynas, Director of Administration, California Indian Legal Services, **Re: Sacramento Staff Attorney**, 117 J Street, Suite 300, Sacramento, CA 95814. E-mail hiring@calindian.org. We will accept applications until the position is filled. All applicants will be notified when a final hiring decision is made.