



Tribal Courts

**Ute Indian Tribe**

Tribal Prosecutor

**General Description of Position**

Performs complex legal work handling Criminal Matters, between the tribe and the individuals, in drafting Criminal complaints

**Supervision Received**

Works under the general supervision of Administrative superior

**Supervision Exercised**

Exercises supervision over clerical personnel as assigned.

**DUTIES AND RESPONSIBILITIES** (Examples may include but are not limited to the following).

- Provides legal advise and prepares formal legal opinions on a wide range of problems dealing with Criminal Cases, which are filed through the Tribal Courts; interview witnesses, prepare for trial, present evidence of criminal violation.
- Consult and interview Law Enforcement Officers, tribal member and other Law Enforcement Officers, drafting needed information as applicable.
- Gathers and analyzes evidence in cases and reviews pertinent decisions policies, regulation and other legal matters pertaining to cases; presents evidence against accused for indictment or released of accused as required; appears against accused in a court of law and presents evidence before Judge or other judiciary and jury.
- Coordinates extensive legal research for courts, Tribal matters, on Criminal matters between the Tribe and individuals to assist the drafting of Criminal system.

**MINIMUM QUALIFICATIONS**

**Required knowledge, skills, and Abilities**

- Thoroughly knowledge of Tribal codes and ordinances.
- Thoroughly knowledge of Criminal and Civil Law and States statutes.
- Considerable knowledge of Tribal Law and Order Code, general provision of Ute Indian rule of Criminal Procedure.
- Ability to apply legal principles and knowledge of individual cases and problems.
- Ability to analyze and evaluate facts and evidence and to apply them individual cases and problems.
- Ability to maintain effective working relationship with Tribal Employees, Administrative and Court officials and general public.

**EDUCATION & EXPERIENCE**

- Jurist Doctorate/Law degree from an accredited law school.
- Supplementary coursework in Criminal Court procedures.
- Two year experience as Prosecutor or related field.

#### **NECESSARY REQUIREMENT**

- Pass a Criminal Background Check
- Must pass a pre-employment drug test
- Must have a valid Utah State Driver's License and must be able to obtain a Tribal License.
- Must attend training from Tribal Attorneys and other Law Agencies.
- Must successfully complete a three month probationary period during which incumbent will be evaluate for satisfactory performance of typical duties listed.
- Must be licensed to practice law in any state, preferably in Utah.

When applying, a Tribal Application is required, the form can be obtained off our website:

[www.UTETRIBE.com](http://www.UTETRIBE.com)

Application and resumes can be submitted by any of the following methods below, if there are any questions or concerns, feel free to contact our office (435) 725-4009.

Mail TO:

Ute Indian Tribe  
ATTN: Human Resource  
**RE: Prosecutor**  
P.O. Box 190  
Fort Duchesne, UT 84026

Email:

[RonevaV@utetribes.com](mailto:RonevaV@utetribes.com) RoNeva Valdez, HR Administrative Assistant  
[RachelS@utetribes.com](mailto:RachelS@utetribes.com) Rachel Shore, HR Secretary  
[TaunishaC@utetribes.com](mailto:TaunishaC@utetribes.com) Taunisha Colorow, HR Secretary

Fax:

(435) 722-6823