



TRIBAL COURT JUDGE

Purpose: The Judge is responsible for administering justice in the Pueblo of Tesuque in a fair and impartial manner, as well as supervising court officers and administrative staff. The Judge performs judicial duties in civil and criminal matters pursuant to tribal or government statutes or sentencing guidelines.

Some of the Essential Functions Include:

- Presiding over hearings and listening to allegations made by plaintiffs to determine whether the evidence supports the charges.
- Ruling on the admissibility of evidence and methods of conducting testimony.
- Researching legal issues and writing opinions on the issues.
- Advising attorneys, juries, litigants, and court personnel regarding conduct, issues, and proceedings.
- Monitoring proceedings to ensure that all applicable rules of procedures are followed.
- Writing decisions on cases, imposing sentences, awarding compensation in civil cases in relation to findings by juries or by the court.
- Imposing restrictions upon parties until trials can be held, if applicable.
- Performing wedding ceremonies.
- Granting divorces and dividing assets between spouses.
- Developing standardized court forms and informational documents for public use.
- Ensuring efficiency and effective operations of the court, including a manageable court docket.
- Other duties as assigned.

MINIMUM QUALIFICATIONS:

- Juris Doctor received from a law school accredited by the American Bar Association.
- Licensed to practice law and in good standing in the Bar of any state.
- At least three years' litigation experience in state, federal, or tribal court systems and five years' experience in federal Indian law with emphasis on issues of tribal sovereignty and tribal government. Indian Child Welfare Act experience is preferred.
- Ability to understand legal concepts as presented in ordinances, statutes, and case law.
- Familiarity with monitoring PL638 contracts; ability to secure additional funding through state and federal grants.
- Excellent budget and managerial skills to coordinate a multifunctional organization.
- Excellent oral and written communication skills to focus the efforts of entire staff to meet the Pueblo of Tesuque goals.
- Good moral character with no felony convictions ever and no misdemeanor conviction in the year immediately preceding appointment.

OTHER:

- Rate is negotiable.
- Qualified Tribal Member Preference