

Bear River Band of Rohnerville Rancheria is located in the majestic Redwood forest, Pacific Ocean, and several Rivers. The Tribe was originally established in 1910 as a home for homeless, landless Native American Indians. In 1958 Rohnerville Rancheria was one of 34 California tribes that was terminated by an act of congress known as the Rancheria Act in December of 1983, the Bear River Band of Rohnerville Rancheria, along with sixteen (16) other California Tribes, regained their federal recognition status by a class action lawsuit known as the Tillie-Hardwick case. The United States granted Federal recognition to our Tribe as a result of the lawsuit, but it did not provide the Tribe with compensation for the land, resources, rights and heritage/culture that was taken from them. Tribal Chairpersons lobbied Congress to get funds set-aside for three years for the Tribe.

**POSITION: COURT ATTORNEY**

**POSITION SUMMARY:** Under the direction of the Chief Judge and direct supervision of the Court Administrator, the incumbent will assist the Chief Judge and Bear River Band Tribal Court in its legal matters. The incumbent will complete a variety of professional assignments on behalf of the Bear River Band Tribal Court as assigned. Attorney will work closely with the Chief Judge and department staff.

**ESSENTIAL DUTIES AND RESPONSIBILITIES OF THE TRIBAL COURT STAFF ATTORNEY:**

Perform legal research including extensive analysis of legal positions. Determine and apply legal principles and precedents to problems and issues. Assists in further developing court rules, operations, and jurisdictions. May assist in securing funding for court programs and services through grant writing and some grant management. Provides legal advice, counsel and assistance to Bear River Band Tribal Court and departments in relation to their duties and the operation of the Court and its programs, projects and services. Assists in legal matters related to negotiating agreements with county justice agencies including Superior Court in Humboldt County and the drafting of Memorandum of Understanding outlining the roles and responsibilities of partner agencies. May appear in court hearings to represent the concurrent jurisdictional positions of the Bear River Band Tribal Court. Provides opinions on drafts, documents, and policies, and attends meetings concerning the Court. Prepares legal briefs, develops strategy, arguments and testimony in preparation for presentation of a case Collaboratively interacts with the Chief Judge, Tribal Court Director, Tribal Council, Chief of Public Safety, the Tribe's staff attorney and various other court and law enforcement officials, attorneys, and community groups. Performs a variety of legal work in child support, civil, and criminal cases. Assists in the development and coordination of Tribal Court programs Performs related work as assigned to meet the needs of the Tribal Court.

**AUTHORITY/SUPERVISORY:** Provides advice, instruction and guidance to court staff on legal work matters. Assists in the development and training needs of court staff. As the court evolves the Tribal Court Staff Attorney may manage a division/program in the Tribal Court that has concurrent jurisdiction in the State Court (e.g. child support)

**QUALIFICATIONS:**

Prefer litigation experience in both state and tribal court. Must have computer knowledge sufficient to do legal research; ability to use the Internet and e-mail correspondence.

No convictions for misdemeanor offenses within the last twelve (12) months, no previous felony convictions, or bar ethics violations or on-going ethical violations.

No findings of a breach of bar ethics. Candidate must disclose if one has occurred or is pending review.

Highly skilled, both orally and in writing.

Must have transactional experience i.e., drafting of legal opinions and legislative drafting, etc.

Experience in administrative hearings preferred.

Natural resource or real estate law experience preferred.

Indian law experience and specifically Yurok Tribe experience preferred • Tribal, federal, state or local governmental experience preferred

Prefer some working knowledge of the functions of court programs: Wellness (Drug), Civil-Family (Child Support), Civil, Juvenile, and Criminal.

Demonstrates knowledge of the Indian community, its organization, needs, and values.

Demonstrates knowledge of the mission and goals of the Tribal Court and related services.

Must accept confidentiality as a strict condition of employment.

Must be able to pass background checks and be bonded

Must be proficient in operating various computer based programs (i.e., MS Word, Excel, etc....)

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and/or ability requires.

**EDUCATION/EXPERIENCE:** Graduation from an accredited law school, is a member of good standing of the California Bar and 3 years of experience in state, federal, and /or tribal courts, and 3 years of experience in government, preferably tribal or Bear River Band of the Rohnerville Rancheria. Equivalent combinations of education and experience are qualifying.

Must Type 40 WPM. Incumbent will be required to type accurately at a rate sufficient to produce final documents and enter information into computer system. Experience in financial record keeping. Experience with Microsoft Office (Excel, Access, Outlook, Word, Publisher) Ability to create, read, and interpret legal documents and procedural manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups. Ability to maintain confidentiality of cases, customers, and proceedings. Must be bondable and/or meet other requirements by insurance carrier. **CERTIFICATES, LICENSES, REGISTRATIONS:** Shall possess a valid driver's license in California and be insurable. Shall possess a license to practice law in California issued by the State Bar of California and be in good standing.

Please Apply at [www.bearrivercasino.com](http://www.bearrivercasino.com)