



Northern Arapaho Legal Department

533 Ethete, Road
Ethete, Wyoming 82520

L. Clare Johnson, In-House Counsel Northern Arapaho Tribe
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Summer Legal Internship Position

- A. **Job Description:** Summer Legal Intern for the Northern Arapaho Tribe located in Ethete, Wyoming. This position answers directly to the Northern Arapaho in-house counsel. All applicants must have completed their second year of law school with preference given to those that have completed a course in federal Indian law, Tribal law, or have completed a law school clinic program. The student intern will assist the in-house counsel with research, drafting, and other basic legal tasks. The intern will on occasion accompany the in-house counsel to meetings with Tribal Departments, attend Tribal Court cases and hearings, assist in drafting Tribal policies and procedures, and work with the in-house counsel on ICWA cases throughout the United States. As an intern with the Northern Arapaho in-house legal department, the intern's duties will vary greatly from day to day depending on what issues arise. Candidates need to be flexible and able to adapt to a work environment in which new legal issues arise constantly. The accepted candidate will be subject to a strict confidentiality policy, professionally obligated to abide by all ethical guidelines of the legal profession, and will be supervised by the in-house counsel.
- B. **Term:** This is a summer position. Start and end dates are flexible to accommodate the student's school schedule. Tribe would prefer applicants who can commit to eight to ten weeks of summer employment.
- C. **Salary:** The Tribe recognizes that the cost of relocating to Wyoming for the summer could be a financial burden for some applicants. To help alleviate this expense, this is a paid internship. The student intern is expected to work 40 hours per week at a rate of \$15.00 to \$20.00 per hour, depending on experience.
- D. **Application Deadline:** Position will remain open until filled. Please send resume to Northern Arapaho In-House Counsel, L. Clare Johnson at clare.johnson@northernarapaho.com