



Reno Office
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Carson City Office
209 No. Pratt Ave.
Carson City, NV 89701
Phone (775) 883-0404
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Yerington Office
720 Main St., Unit A
Yerington, NV 89447
Phone (775) 463-1222
Fax (775) 463-1212

Elko Office
285 10th Street
Elko, NV 89801
Phone (775) 753-5880
Fax (775) 753-5890

Las Vegas Office
530 South Sixth Street
Las Vegas, NV 89101
Phone (702) 386-0404
Toll Free (866) 432-0404
Fax (702) 388-1641

Administrative Office
701 E. Bridger, Ste. 700
Las Vegas, NV 89101
Phone (702) 386-0404
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Indian Law Staff Attorney – Reno Office

Nevada Legal Services has an opening for a staff attorney within our Indian Law Program. Nevada Legal Services is a statewide non-profit that provides free legal assistance to low income Nevadans across the state. The Indian Law Program serves the 27 Native American tribes and colonies within the State of Nevada. This position will be based out of our Reno office or Elko office in order to serve the surrounding communities in northern and eastern Nevada.

The Program provides a wide range of services to both tribal members and tribal governments based upon the needs expressed by each community. In that capacity, the Program acts as public defender in a number of tribal jurisdictions and also serves individual tribal members with a wide range of legal issues. The Program also conducts clinical programs for a variety of tribal courts. Frequent travel throughout Nevada, including overnight stays, is required.

Responsibilities:

- Represent tribal members in tribal courts across Nevada with a variety of legal issues including criminal defense, minor in need of care matters, housing, consumer and other matters.
- Assist with estate planning, Indian Health Services and Housing Authority cases, and other matters that may not need court representation.
- Provide counsel and advice on a variety of topics and assist our pro bono programs providing services in other areas of law.
- Represent tribal social services agencies in State courts in ICWA matters.
- Conduct outreach and educational seminars relevant to our client communities.
- Travel to tribes across northern Nevada where overnight stays may be required.
- Follow all requirements of the personnel and case management manuals regarding timely completion of timesheets, mileage reimbursements, and other administratively required documents as well as maintaining cases in accordance with our case handling standards.

Required Qualifications:

- Applicants should be licensed to practice in Nevada or in another state and eligible for admission pursuant to Supreme Court Rule 49.1. Recent graduates awaiting results from the most recent bar examination will be considered, but continued employment will be contingent on passing the bar.
- Experience with and knowledge of federal Indian law or tribal law preferred.
- Strong interpersonal skills and an ability to work collaboratively with a diverse team.
- Ability to work independently, handle changes or unexpected events, and establish cordial working relationships with tribal governments and court personnel, coworkers, service providers, and clients.
- Excellent oral and writing skills
- Excellent analytical and organizational skills.
- Demonstrated cultural sensitivity and ability to work with diverse cultures

Compensation and Benefits:

This is a full-time position with a 34 hour work week. Benefits include paid sick and vacation time; paid medical, dental, vision and life insurance.

Starting salary DOE \$50,000-\$68,000

Application Procedure:

Applications will be considered on a rolling basis but no later than June 15. Please send a cover letter, resume, 3 references, and writing sample to: Jessica Melgar, Office Manager, at jmelgar@nlslaw.net. Please reference "Indian Law Project" in your email.

Nevada Legal Services (NLS) is committed to a policy of equal opportunity and fosters an environment free of barriers and discriminatory practices. NLS actively promotes mutual respect, acceptance, teamwork and productivity. NLS is committed to maintaining an organization whose staff, Board and clients are diverse in background, experience, race, color, national origin, gender, age, religious reference, marital status, sexual orientation, sensory, mental or physical abilities, veteran status, and other qualities that strengthen the program while reinforcing its commitment to basic fairness. People of color, people who identify as transgender, lesbian, gay, or bisexual, and those with disabilities are strongly encouraged to apply. Individuals needing a reasonable accommodation for the application, interview process or for more information about the program may send a request to the email address provided.