

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DOJ00621189
POSITION NO: 279572

DATE POSTED: 05/28/21
CLOSING DATE: OUF

POSITION TITLE: PRINCIPAL ATTORNEY

DEPARTMENT NAME / WORKSITE: DOJ - OFFICE OF THE ATTORNEY GENERAL (Water Right Unit) - WINDOW ROCK, AZ

WORK DAYS: <u>Mon. - Fri.</u>	REGULAR FULL TIME: <input checked="" type="checkbox"/>	GRADE/STEP: <u>BR72A</u>
WORK HOURS: <u>8am - 5pm</u>	PART TIME: <input type="checkbox"/> NO. OF HRS./WK.: _____	\$ <u>102,562.56</u> PER ANNUM
SENSITIVE <input type="checkbox"/>	SEASONAL: <input type="checkbox"/> DURATION : _____	\$ <u>49.12</u> PER HOUR
NON-SENSITIVE <input checked="" type="checkbox"/>	TEMPORARY: <input type="checkbox"/> _____	

DUTIES AND RESPONSIBILITIES:

Under general direction of the Assistant Attorney General or the Attorney General and Deputy Attorney General, represents the Nation on water rights matters, including the adjudication of water rights in administrative, state and federal courts for the purpose of securing and protecting the Nation's water rights. The Principal Attorney works directly and indirectly on settlement negotiations concerning the Nation's water rights, including the implementation of successful settlements. The Principal Attorney works closely with legal and technical staff within the NNDOJ Water Rights and Natural Resources Units, Department of Water Resources, Water Management Branch, other programs within the Nation, contract counsel, and with consultants retained to provide technical support or to serve as expert witnesses. The Principal Attorney provides legal work, legal research, and prepares legal memorandums, briefs, pleadings and other documents necessary for litigation and settlement purposes and to effectuate implementation of settlements. Work will include drafting, reviewing, analyzing and interpreting judicial decisions, legislation, contracts, leases, permits and other related documents. The Principal Attorney will provide updates, direction and advice to clients and partners, including but not limited to, the Office of the President and Vice President, the Office of the Speaker, the Navajo Nation Council and its committees and subcommittees, and the

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- Juris Doctorate; and eight (8) years professional experience as a state licensed attorney.
- Current admission in any state bar with the intention of seeking and securing admission to the Navajo Nation Bar Association and either the Arizona, New Mexico or Utah State Bar within one (1) year of date of hire.

Special Requirements:

Current admission requires submittal of a current certificate of good standing from the state bar within sixty (60) days of employment.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:

Significant legal experience in the fields of Federal Indian Law, water rights law, or natural resources law, to include significant courtroom experience. Considerable knowledge of: rules of evidence; motion practice; discovery dispute; trial preparation; judicial procedures; administrative procedures and hearings; methods, practices and effective techniques of pleadings and the presentation of cases in court and administrative proceedings; and principles, methods, materials, and practices of legal research. Knowledge of principles and practices of public administration. Must have skills: reviewing, drafting and negotiating contracts and other types of agreements; analyzing and organizing facts, evidence and case law; preparing and presenting legal opinions; presenting material; developing appropriate legal arguments or defenses in verbal and written communication; and establishing and maintaining professional effective working relationships.

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.