WIND RIVER INTER-TRIBAL COUNCIL
HUMAN RESOURCE OFFICE
15 NORTH FORK ROAD, RM 102
P. O. BOX 217
FORT WASHAKIE, WYOMING 82514
PHONE: 307-335-2046 FAX: 307-332-5015

POSITION DESCRIPTION

DEPARTMENT/PROGRAM: **Wind River Tribal Court**

POSITION: **LEAD PROSECUTOR**

HOURLY: **GS-11**

OPENING: **November 13, 2026 - Open until filled**

SUPERVISION: This position is under direct supervision of the Wind River InterTribal Council.

POSITION SUMMARY:

The Wind River Tribal Court seeks a Lead Tribal Prosecutor to serve by appointment of the Wind River Inter-Tribal Council in accordance with the Shoshone and Arapaho Law and Order Code. Responsibilities include screening criminal complaints; reviewing police reports and investigating alleged violations; preparing and prosecuting adult and juvenile criminal cases, status offenses, and child welfare matters; and making sentencing recommendations. The prosecutor also coordinates with tribal, state, and federal law enforcement agencies, handles involuntary commitment petitions, and provides training to court advocates and police officers.

DUTIES AND RESPONSIBILITIES:

- Leads the Prosecutor's Office by accepting, screening, investigating, presenting and representing the tribes and social service agencies.
- In alleged criminal adults and juvenile, status offenses, child welfare, child abuse and sex abuse cases, reviewing police reports, interviewing and taking statements from victims, witnesses and law enforcement.
- Filing petitions for custody, appropriate charges or on behalf of persons requesting involuntary commitments of another person.
- Making and preparing recommendations for sentences, developing detailed work plans with attorneys, judges, clerks, legal services, law enforcement, tribal social service programs, probation officers and others while prosecuting cases in accordance with the Shoshone & Arapaho Tribal law and order code (SALOC).
- Traffic code, fish, wildlife code and any other pertinent laws passed by Eastern Shoshone and Northern Arapaho Tribes attending training and keeping up to date with tribal cases affecting the tribes and performing any and all necessary duties as assigned.

EXPERIENCE:

- General knowledge of tribal court terminology and court room experience.

EDUCATION:

- A Juris Doctor Degree from an ABA Accredited law school and be a member in good standing with a state bar association. Preference given to Eastern Shoshone and Northern Arapaho.

QUALIFICATIONS:

- Must be 25 years of age.
- Must pass a pre- employment drug test
- Must pass a back-ground check.
- Must not have a misdemeanor crime within 1 year period before appointment.
- Must have an honorable discharge from Armed services, if served
- Must have a valid driver license
- Must pass an examination, if not a licensed attorney.
- Must have successfully completed assistant prosecutor training.
- Must be willing to travel, if needed.
- Must maintain strict confidentiality.
- Preference will be given to enrolled Eastern Shoshone and Northern Arapaho members.

REQUIREMENT: Must pass a pre-employment drug test. Must pass a background check. Must have a valid driver's license. Must maintain strict confidentiality. Preference will be given to enrolled Eastern Shoshone and Northern Arapaho members.

TO APPLY: Persons interested in the position should submit a Wind River Inter-Tribal Employment Application and resume to the Human Resources Office located at 15 North Fork Road, Fort Washakie WY 82514 or email to HR@writc.org. Preference will be given to enrolled E. Shoshone and N. Arapaho members.