



Pride Of The Ojibwa
13394 W Trepania Road
Hayward • Wisconsin • 54843
PHONE (715) 634-8934 • FAX (715) 634-4797

*** Job Opening ***

**Position Description
Senior Tribal Attorney/Legal Director**

Posting Date: February 3, 2014
Closing Date: February 14, 2014
Salary: Based on Qualifications
Location: Lac Courte Oreilles Legal Department

Description of Position:

The Senior Tribal Attorney will provide professional legal services to the Lac Courte Oreilles Tribal Government and its departments, programs and enterprises (Tribe). Senior Attorney will have supervisory responsibility for the Tribe's Legal Department including; budgeting, personnel, management, and recruitment. Senior Attorney should have experience working with tribal nations, state government and federal agencies. Areas of expertise should include Taxation, State/Federal regulatory processes, Property, Health, Conservation, Education, Employment, Environmental, Contracts, Litigation, Business, Federal Indian Law, and expertise in U.S./Ojibwe Treaty Law. The Senior Tribal Attorney shall report directly to the Tribal Governing Board.

Qualifications:

The Lac Courte Oreilles Senior Tribal Attorney must:

- Be a graduate of an accredited school of law
- Be licensed to practice law and in good standing in the State of Wisconsin or become licensed in the State of Wisconsin within one year of hire
- Have at least six (6) years of legal/litigation practice experience in areas of Federal Indian Law, tribal law. and
- Have experience in courts of tribal, state and federal jurisdiction.
- Have excellent written and verbal communication skills

- Be cooperative and work well with others including experience in personnel management.
- Be able to successfully pass a background check

Duties and Responsibilities:

- Direct the Lac Courte Oreilles Legal Department including supervise Tribal attorneys, Department staff, budget process and recruitment.
- Represent Lac Courte Oreilles in litigation within Tribal, State and Federal Courts.
- Review, draft, and consult on all legal matters regarding ordinances, regulations and resolutions for the Tribe
- Review and draft comments to proposed Federal and State Laws and represent Lac Courte Oreilles regarding such matters
- Provide legal advice to the Lac Courte Oreilles Tribal Governing Board, directors, managers and others on a wide variety of issues
- Provide other professional legal services as directed by the Tribal Governing Board.

Interested applicants should contact the Lac Courte Oreilles Human Resource Department to request an application: A completed application (available upon request or on the Tribe's website), along with a cover letter, resume, Certificate of Good Standing in each jurisdiction where licensed, and three letters of reference submitted to:

Lac Courte Oreilles Tribal Government
ATTN: Human Resource Department
13394 W. Trepania Road
Hayward, WI. 54843

All qualified applicants are encouraged to apply. Applicants who have submitted a complete application as stated above and who meet the minimum qualifications of the position as determined by the Tribal Governing Board may be selected for interviews. The Tribe reserves the right to extend Tribal Preference to all qualified applicants. Tribal Preference is defined in the Lac Courte Oreilles Policies and Procedures Manual which is available upon request.