

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT  
JOB ANNOUNCEMENT**

**Announcement #** 2021-223      **Issue Date:** 11-16-21      **Closing Date:** 12-01-21



**Assistant Tribal Prosecutor**  
**Office of the Prosecutor**  
**Department of Justice Services**  
**Hourly Wage: \$40.56/Regular/Full-Time**

The Assistant Tribal Prosecutor provides professional legal prosecutorial work for the Yakama Nation to defend the Treaty of June 9, 1855 (12 Stat. 951) and the sovereignty of the Yakama Nation. Provides attorney services in tribal, state, and federal courts for the Yakama Nation. Pursuant to T-53-77, T-020-08, T-136-08, T-035-09, T-092-09, FWLO CA No. 460-2008, R.Y.C. 3.01.29, R.Y.C. 11.01.07, R.Y.C. 32.30.03, R.Y.C. 32.122.03, and R.Y.C. 70.01.01, the Assistant Tribal Prosecutor represents the Yakama Nation in criminal prosecutions (including infractions); civil matters including Indian Child Welfare Act (ICWA) and dependency matters; may serve as legal advisor to Law Enforcement consistent with Tribal Policies and at the direction of the Tribal Prosecutor.

Coordinates with police jurisdictions and other agencies to ensure prosecution activities to serve the interests of the Yakama Nation in protecting the safety of the community. Maintains contact with attorneys and other jurisdictions regarding tribal, state, and federal court matters affecting the Yakama Nation.

**Examples of Work Performed:**

- Ensures confidentiality of records used by Yakama Nation. Ensures attorney-client privileged documents and physician-patient records are maintained securely and confidentially.
- Evaluate police reports to prepare and present complaints, motions, and other legal documents for civil and criminal matters.
- Performs legal research, evaluates legal complexities in each case; analyzes and prepares a wide variety of prosecutions against defendants.
- Prosecutes criminal and civil matters before the Yakama Nation Tribal Courts.
- Works with Yakama Nation Tribal Police and other law enforcement jurisdictions to prepare cases for prosecution.
- Provides input on developing and improving the Yakama Tribal Criminal Justice System, including Tribal Code development and amendments.
- Provides service regarding Indian Child Welfare Act (ICWA) matters.
- Provides various legal services, advice, or referrals in criminal and applicable civil matters.
- Responsible to develop and maintain cooperative and collaborative working relationships with staff from other tribal and state agencies and with other tribal departmental program staff.
- Ability to effectively and sensitively communicate with victims of crime, witnesses of various ages, parents, and other community members.
- Responsible to work effectively with wide latitude for independent judgment and action, and to be accountable to the Tribal Prosecutor.
- Responsible to understand tribal sovereignty and treaty rights issues as they relate to representing the Yakama Nation.
- May be assigned new projects and tasks not included in the description or assist other staff as requested by the supervisor to ensure the efficient and effective functioning of the work unit.

**Knowledge, Skills and Abilities:**

- Knowledge of governmental management practices.
- Knowledge of federal, state and tribal laws and regulations.
- Knowledge of Revised Law & Order Code of the Yakama Nation.
- Knowledge of court procedures, rules of evidence and application of legal principles to individual cases.
- Ability to use contemporary software programs and ability to learn new software applications.
- Ability to act consistent with Tribal policies, laws and administrative rules/procedures.
- Ability to interpret and understand constitutional provisions, statutes, administrative regulations, and precedents.
- Ability to analyze facts, evidence, and precedents to arrive at logical interpretations.
- Ability to prepare findings of facts and decisions in written form including preparation of legal documents and records.
- Ability to make oral presentations in court proceedings.
- Ability to work in hostile and sensitive situations.
- Ability to be culturally sensitive to the traditions and customs of the Yakama Nation.
- Ability to work independently and manage a diverse and fluctuating caseload.

**General Recruiting Indicators:**

- Graduation from an American Bar Association (ABA) accredited college of law receiving a Juris Doctor (JD) degree or graduation with Master Laws (LL.M) degree from any university.
- Washington State Bar License required or obtain WSBA License within the probationary period.
- Required to pass a pre-employment drug and alcohol test.
- Admission to practice law in the Yakama Nation Tribal Court.
- Yakama enrolled preference.