



EMPLOYMENT OPPORTUNITIES

Job Title: Defense Attorney I

Closing Date: Open Until Filled

DEADLINE: Attach any required documents, i.e., Transcripts, Certificates, diploma and Motor Vehicle Record, to your online application by midnight on the closing date. Late Applications or documents will not be considered.

Job Number: 25-032

Job Type: Regular Full-Time

Department: Defense Services Office

City: Sacaton, AZ.

Locations: 151 S. Bluebird Road

Area of Interest: Defense Services

Salary/ Hourly Rate: \$82,522.50 - \$113,522.50 Salary

DISTINGUISHING FEATURES OF THE CLASS:

The Defense Attorney I performs entry-level professional legal work involved in representing defendants in the courts of the Gila River Indian Community.

ESSENTIAL FUNCTIONS:

- Defend persons charged with offenses in the Community's courts.
- Practice extensively in the courtroom arguing motions, trying cases to judges and juries, as well as occasionally arguing special actions and appeals.
- Participate in plea negotiations and pre-trial discovery with prosecutors.
- Perform legal research and drafts legal documents for all stages of the criminal process from pre-trial motions to appeals.
- Review and evaluate evidence and prepare cases for trial.
- Consult with clients and advise them in legal matters.
- Interview witnesses and potential witnesses, including police officers and expert witnesses.
- Perform other related duties as assigned.

REQUIRED KNOWLEDGE, SKILL AND ABILITY:

- Knowledge of Community codes and state statutes with emphasis on criminal law and procedures.
- Knowledge of Judicial procedures and rules of evidence.
- Knowledge of principles of criminal law.
- Knowledge of appeal procedures of the Community and other jurisdictions.
- Ability to analyze, appraise, research and organize facts, evidence, and precedents and present them in oral and written reports.
- Ability to comprehend and make inferences from written material.
- Ability to produce documents written in the English language using proper sentence structure, punctuation, grammar, spelling and legal citations.
- Ability to communicate orally in the English language with judges, attorney and the public using a telephone and in group and face-to-face, one-to-one settings.
- Ability to enter and retrieve data or information from a terminal, PC, or other keyboard device.

- Ability to establish and maintain effective working relationships with other employees, Community Officials and the general public.
- Ability to perform all physical requirements of the position; agree to maintain a Drug-free workplace.

REQUIRED EXPERIENCE AND TRAINING:

Juris Doctorate degree from an accredited law school and member in good standing of the State Bar of Arizona; or must be able to obtain admission to the State Bar of Arizona within a timeframe acceptable to the Defense Services Office.

ADDITIONAL REQUIREMENT:

- Tribal Driving Permit can be required.
- Required to pass a background check and fingerprint clearance as a condition of employment and must continue to maintain throughout duration of employment.

Supervisory, Salaried Position
Reports to Director or designee

BENEFITS:

The Gila River Indian Community offers a comprehensive benefits package, which includes; vacation, holiday, and sick leave as well as medical, dental, vision, life, short and long term disability benefits.

Preference in filling vacancies is given to qualified Indian candidates in accordance with the *Indian Preference Act (Title 25, U.S. Code, Section 472 and 473)*. The Gila River Indian Community is also committed to achieving the full and equal opportunity without discrimination because of Race, Religion, Color, Sex, National Origin, Politics, Marital Status, Physical Handicap, Age or Sexual Orientation. In other than the above, the Gila River Indian Community is an Equal Opportunity Employer.

If you are claiming Preference in one or more of the following categories please attach a copy of the required documentation to the completed Employment Application.

- Preference for Community Members (with proof of enrollment)
- Preference for Native Americans (must meet membership requirement of a federally recognized Tribe.)
- Preference point for Spouse of Community Member (with proof of spouse enrollment)
- Preference point for Veteran (must meet statutory requirements)

HUMAN RESOURCES WILL NOT MAKE COPIES OF APPLICATIONS OR DOCUMENTS BEING SUBMITTED.

Visit our GRIC website and apply online: www.gilariver.org