



Colorado River Indian Tribes

Deputy Attorney General (Criminal Prosecution)

Job description:

NOTICE

All CRIT job vacancies have a TWO-PART application process. Submission of your resume on Indeed is STEP ONE. You will receive a confirmation email in the following days after submission to your INDEED EMAIL ADDRESS. That email attachment contains the application of the Colorado River Indian Tribes. THIS IS STEP TWO. You will need to fill it out in its entirety, please list ALL JOBS applied for on Indeed and return via email to the same address. Please be sure your application is signed and all fields are complete. Any questions, please call 928-669-1320

Job Summary:

The Office of the Attorney General provides legal representation to the Colorado River Indian Tribes, its Tribal Council, departments, and enterprises. The Office is a diverse and dynamic working environment.

Duties & Functions:

The Deputy Attorney General (Criminal Prosecution) works with all Tribal Departments, under the supervision of the Attorney General. Duties include but are not limited to the following:

- Work closely with tribal, federal and local law enforcement and other agencies to develop potential criminal cases for prosecution;
- Attend, prepare and assist CRIT Child Protective Services (CPS) or the Office of Social Services (OSS) with all Child in Need of Care (CINC) Hearings; Preliminary Custody, Advisory, Pre-Adjudication, Adjudication, Disposition, Review, and Termination of Parental Rights;
- Draft petitions, prepare witnesses, officers, and victims for trial, attend and prepare Adult and Juvenile Offenders cases. These hearings include initial appearances, detention hearings, pre-adjudicatory hearings, adjudicatory hearings, and review hearings, jury and non-jury trials;
- Represent the Tribe in criminal actions pending before the Courts of the Tribes, involving Adult and Juvenile Offenders, Child in Need of Care, and guardianship;
- Up-keep CINC cases and maintain regular contact with CRIT CPS, OSS, Behavioral Health and Alcohol and Substance Abuse Programs, law enforcement and criminal justice agencies and other Social Services programs;
- Assist CRIT OSS in Indian Child Welfare Act interventions
- May require appearances in courts of other jurisdictions;
- Draft and file appeal petitions and briefs, appear in Court of Appeals hearings;
- Draft and assist in drafting proposed legislation for consideration by the Tribal Council. As necessary, train and brief officers and other tribal officials in regard to procedure and law.
- Other duties as assigned by the Attorney General

Required Skills and Abilities:

- Knowledge of principles of Federal Indian law and/or administrative law preferred
- Ability to pass both a Tribal and Federal (OMB Public Trust Position) background check

- Computer literate, good writing and communication skills
- Ability to work well with others in a sometimes stressful, high-volume work environment

Education & Experience Requirements:

- Graduate of an ABA accredited law school preferred
- Must be a licensed member in good standing of a state bar, Arizona or California state bar is preferred
- At least one (1) year experience in the practice of law is preferred
- Must possess a current valid driver's license

Physical Requirement:

- Physically able to perform duties assigned
- Must pass a Pre-Employment Drug Screening
- Occasionally work extended shifts as assigned.