

**CONFEDERATED SALISH AND KOOTENAI TRIBES
OF THE FLATHEAD NATION
PO BOX 278
PABLO MT 59855
(406) 675-2700
PERSONNEL OFFICE FAX: (406) 226-2562
WEBSITE ADDRESS: csktribes.org
E-mail cory.clairmont@cskt.org**

*** * * V A C A N C Y A N N O U N C E M E N T * * ***

TITLE: Family Defense Attorney
Contract position

LOCATION: Tribal Defenders Office
Pablo, MT.

SALARY: \$36.85 to \$42.36 including benefits

CLOSING DATE: Thursday, January 2, 2025 at 5:30 p.m.

SPECIAL CONDITIONS:

This is not a Testing Designated Position (TDP) within the definition of the CSKT Drug Testing policy. **The successful applicant, if not already employed by the Tribes must pass a pre-hire drug test.**

- Represents parents or guardians of children who are the subject of child protection investigations and matters files in the Tribal Court. This includes advocacy both before and after petitions are filed. It includes representation at hearings, appeals, and any post-dispositional proceedings or issues that arise. The Defenders keep the door open to their clients, regardless of the outcome of the court case.
- Will assist the Managing Attorney in the planning and implementation of a pilot project in the Tribal Court that will divert child protection cases to a Families in Need of Services model.
- When caseload allows, represents clients in criminal court who have child protection matters pending as a collateral consequences to their criminal charge. Will provide coverage in criminal matters when necessary.
- Is occasionally on-call for weekend and holiday court duty to represent individuals at initial appearance or to address clients' needs in any emergency related to incarceration, mental health, or other Tribal Defender matters.
- Will keep data on client progress and provide summaries to the Managing Attorney or the Holistic Programming Director as requested.

MINIMUM QUALIFICATIONS (AS REFLECTED ON THE TRIBAL EMPLOYMENT APPLICATION):

- Must be a member in good standing of the State Bar of Montana, or the state bar association in which the applicant currently practices. Applicants to the Montana Bar waiting for admission may be considered on a contingency basis.
- Must have demonstrated ability to function in a courtroom and with clients. Any experience in child protection cases is preferred but other transferable experience will be considered. Criminal law experience is also preferred due to the overlap with child protection cases and to understand the collateral consequences to clients involved in the criminal justice system.
- Must have basic knowledge of Indian law and tribal statutes.
- Must have legal writing experience and experience with legal research.
- Must have knowledge of the social and cultural lifestyles of the reservation community and be able to communicate effectively with native clients and the native community.
- Must be prepared to work with individuals who experience mental health and substance use disorders and demonstrate interest or knowledge of services to clients that is trauma informed.
- Must be willing to prepare correspondence and court documents with limited assistance from clerical staff.
- Must have basic skills research tools and case management software.
- Must be able to prioritize, and manage high volume of cases in an extremely fast-paced atmosphere. This includes the ability to think on one's feet in a pressured situation and to perform under stress, all with effective assistance to clients as a priority. A sense of humor goes a long way.
- Must be committed to the holistic defense model that is innovative, client-centered, and team based.
- Must have a demonstrated interest in working with the disenfranchised, the criminally accused, and those suffering from mental illness and addiction, knowing that clients of the Tribal Defenders Office are resilient and capable of change.

SUBMIT:

1. Completed Tribal employment application. (Resumes may be submitted but may not replace or supplement the official tribal application.)
2. Copies of relevant licenses, academic transcripts and relevant training certificates.
3. Provide a writing sample.
4. Proof of enrollment from a federally recognized Tribe if other than CSKT.
5. If you are claiming Veteran's Preference, a copy of the DD214 must be submitted with the application.

SUBMIT ALL OF THE ABOVE TO: Personnel Department, P.O. Box 278, Pablo, MT 59855, 406.675.2700, ext. 1040.

FOR MORE INFORMATION: Contact Ann Miller, Managing Attorney, Tribal Defenders Office @ 406.675.2700, ext. 1133.