

**CONFEDERATED SALISH AND KOOTENAI TRIBES  
OF THE FLATHEAD NATION  
PO BOX 278  
PABLO MT 59855  
406.675.2700  
PERSONNEL OFFICE FAX: 406.226.2562  
CSKT Website: [cskt.org/personnel](http://cskt.org/personnel)  
E-mail: [cory.clairmont@cskt.org](mailto:cory.clairmont@cskt.org)**

**\*\*\*\*VACANCY ANNOUNCEMENT\*\*\*\***

**TITLE:** Civil Attorney—Contract Position

**LOCATION:** Tribal Defenders Office—Pablo, MT

**SALARY:** \$70,000.00 to \$98,000.00 Annually (D.O.E.)  
Benefits included.

**CLOSING DATE:** Monday, June 15, 2026 at 5:30 p.m. (MST)

**SPECIAL CONDITIONS:**

This is a 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 and you will serve a six-month probationary period.

The Tribal Defenders Office provides public defender services to indigent tribal members in tribal court. In addition to representation of adults in criminal court, youth in youth court, parents in child protection proceedings, and respondents in adult protection and mental health matters, the Tribal Defenders provide services that address the issues that bring their clients into the justice system and those collateral consequences to criminal charges and convictions. Utilizing a client-centered and interdisciplinary approach, the Tribal Defenders offer psychological services, case management, civil and pro se assistance, driver's license restoration, cultural mentoring, the Flathead Reservation Reentry Program and permanent supportive housing at the Morning Star.

**DUTIES INCLUDE:**

- This position provides legal assistance and representation to clients in the following areas of law: housing, family, debt/consumer, mental health commitments, guardianships and other civil matters within the Department's approved scope of services.
- The Civil Attorney also represents the accused in juvenile proceedings and may be assigned to people accused in criminal proceedings, including ancillary matters such as petitions to challenge driver's license suspensions or civil forfeiture connected to drug possession charges.
- The Civil Attorney provides representation primarily in Tribal Court but does, on occasion, represent clients in state justice and district courts for purposes of jurisdictional challenges.
- The position includes representation of clients in individual cases as well as providing education and information to persons requesting assistance in civil matters and doing outreach in the Tribal community.
- The position is also expected to organize, track, and maintain services for pro se litigants to access the Tribal Court.

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

- Must be a member in good standing of the State Bar of Montana or eligible for licensure in Montana. In that circumstance, hire would be contingent upon Montana licensure.
- 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 able to prioritize, and manage a 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, but also do the necessary preparation work all with effective assistance to clients as a priority. A sense of humor also goes a long way.
- Must have strong legal research and writing skills.
- Must have the ability to communicate effectively with clients from a tribal community and those with mental health and substance use disorders.
- Must have a demonstrated commitment to justice for marginalized citizens.
- Must learn and apply the Confederated Salish and Kootenai Tribal Code.
- Must have a working knowledge of Indian law.
- Must be willing to prepare correspondence and court documents with limited assistance from clerical staff.
- Must be proficient in the use of and computer-based case management software.
- Must work well within a team and be willing to do what is necessary in order to serve the needs of public defender clients, including cross training in other areas of law and within the Defenders' interdisciplinary team.
- Must be committed to the holistic defense model that is innovative, client-centered, and team based. Holistic defense focuses on the client in the context of their community.
- 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 along with the application packet, but are not meant to replace the Official Tribal Application. Information provided on the Resume may supplement the information provided on the application.
2. Proof of license showing you are in good standing of the bar of the State of Montana.
3. Submit a Legal Writing Sample.
4. Copy of valid State Driver's License.
5. Certified copies of relevant Academic Transcripts and Training Certificates.
6. Proof of Enrollment from a Federally recognized Tribe, if other than CSKT.
7. If claiming Veteran's Preference, a copy of DD214 must be submitted.

**SUBMIT ALL OF THE ABOVE TO:** Personnel Office, P.O. Box 278, Pablo, MT 59855, 406.675.2700, ext. 1040 or [cskt.org/personnel](http://cskt.org/personnel).

## **FOR MORE INFORMATION:**

Contact person: Ann Miller, Attorney @ 406.675.2700, ext. 1133.