

**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
E-mail: sherry.dupuis@cskt.org**

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

TITLE: Prosecuting Attorney (two contract positions available)

LOCATION: Tribal Prosecutors Office - Pablo, MT

SALARY: Negotiable - DOE

CLOSING DATE: Monday, November 16, 2026, 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 and serve a mandatory six (6) month probationary period.**

This is a professional position for an entry level attorney with the primary responsibility, through specialized training and skill, to represent the Confederated Salish and Kootenai Tribes and its governmental departments in the Tribal Court, alternative dispute resolution mechanisms and, when necessary, at public hearings.

Duties include but are not limited to the following:

- Act as Tribal Prosecutor in criminal cases, youth court, mental health, adult protection, child protection, and other civil matters as required.
- Act as counsel for the Tribes in Tribal Fish and Game cases.
- A primary responsibility of this position will be reviewing reports and drafting criminal complaints and civil petitions.
- Will compose legal materials, conduct legal research, and effectively communicate with legal professionals and other interested parties in criminal matters, youth court, civil matters and Tribal Fish and Game matters arising from duties assigned.
- Represent Tribal interests routinely litigated in Tribal Court or Tribal Court alternative dispute resolution mechanisms.
- Attorney shall conduct communications and liaison with federal, state and local governmental agencies and with private corporations, firms, or individuals in carrying out an authorized assignment, in conformity with practices necessary to properly, conduct legal business, and to testify on behalf of the Tribes at such public hearings as may be deemed necessary to perform the duties assigned.
- The Attorney will be expected to act as Tribal Prosecutor for and on behalf of the Tribes in Tribal Court proceedings, but may be required to appear as such before other courts, tribunals, departments, agencies and committees of Congress and the State legislatures as requested by the Tribal Council.

- Attorney shall provide technical assistance to Tribal Law and Order with regards to state, federal and local policies and regulations and the Tribal Law and Order Code.
- Must have working knowledge and competency with case management software (Advologix strongly preferred).
- Perform all legal assignments designated by the Managing Attorney and/or Tribal Council.

MINIMUM QUALIFICATIONS (AS REFLECTED ON THE TRIBAL EMPLOYMENT APPLICATION)

- Requires specialized knowledge acquired through intensive academic preparation at college level and/or legal educational institution. Must be a graduate of an ABA approved law school with a juris doctor or equivalent degree and admitted to practice law in the State of Montana; or must be admitted to practice law in the State of Montana within six (6) months of hiring.
- Must have knowledge of general legal principles, criminal law and procedures, court procedures, law enforcement procedures, Federal laws, Tribal Court and Indian Law.
- Must have knowledge of the social and cultural lifestyles of the Reservation community.
- Knowledge and working experience with word processing and related computer programs such as Word, Microsoft Outlook, Microsoft Office, LexisNexis and Practice Panther, Advologix or similar case management software.
- Ability to compose legal materials, conduct legal research, and have effective interview techniques.
- Ability to present cases in the Tribal Court forum independently.
- Cannot have any criminal convictions other than minor traffic infractions, for which the punishment does not include the possibility of a jail sentence.

FAILURE TO SUBMIT ALL OF THE INFORMATION BELOW WILL RESULT IN DISQUALIFICATION DURING THE SCREENING PROCESS.

SUBMIT:

1. Completed Tribal employment application (Resumes may be submitted but may not replace or supplement the official Tribal employment application).
2. Copies of relevant academic transcripts and/or training certificates.
3. Copy of a valid driver's license.
4. If applicable, please submit proof of Enrollment in a Federally recognized Tribe if other than CSKT.
5. If claiming Veterans preference, a copy of the DD214 must be submitted with the application.

SUBMIT ALL OF THE ABOVE TO: Personnel Office, PO Box 278, Pablo MT 59855, Telephone 406/675-2700 Ext. 1040.

FOR MORE INFORMATION: Contact – Kelly McDonald, Managing Attorney at 406/675-2700 Ext. 1258 -or- Email: kelly.mcdonald@cskt.org