



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: 19-032

Job Type: Regular Full-Time

Department: Defense Services Office

City: Sacaton, AZ

Location: 151 S. Bluebird Road

Area of Interest: Legal

Salary Type: DOE

Salary/ Hourly Rate: \$68,700 Salary

Tribal Driving Permit Required: Yes

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; member in good standing of the State Bar of Arizona. Experience with defense representation preferred.

ADDITIONAL REQUIREMENTS:

Required to pass a background check.

Required to obtain a Tribal Driving permit. Valid state driver's license with **a current** proof of driving record for the past 39 months will be required to qualify for a tribal driving permit. **Proof of driving record must be submitted with application and must not be more than 60 days old from the date of submission of the application.**

Supervisory, Salaried Position
Reports to Director or designee

BENEFITS INFORMATION:

- Medical – EPO or PPO Self-Funded Plan utilizing Blue Cross Blue Shield of Arizona Network
- Prescription Program
- Dental – Plan is provided through CIGNA with no deductible for preventive services or \$50 (individual)/\$150 (family) deductible for basic and major services
- Vision – plan benefits are provided through SightCare of Arizona and carry a \$10 co-pay for exams, zero co-pay
- Life and AD&D – We offer voluntary or supplemental life insurance for Employee & Dependents through METLIFE Group Insurance. GRIC pays the full cost for your Basic Life and AD&D.

Other Voluntary Benefits –

- Flexible Spending Account (FSA)
 - Short Term Disability
 - Long Term Disability
 - Employee Assistance Program
 - 12 Paid Holidays
 - Vacation Leave
 - Sick Leave
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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