



COLORADO RIVER INDIAN TRIBES

Human Resources

26600 MOHAVE RD.

PARKER, ARIZONA 85344

(928) 669-1320 • Fax (928) 669-5263

Eldred Enas, Chairman

JUNE 11, 2012

#20-11

VACANCY RE-ANNOUNCEMENT

DEPARTMENT: LEGAL AID
JOB TITLE: DIRECTOR
SALARY: D.O.E.
CLOSING DATE: OPEN UNTIL FILLED

DUTIES:

The Colorado River Indian Tribes seeks a dedicated attorney who will assist eligible Tribal Members in their appropriate, individual civil concerns (any criminal charges will be handled by the Tribal Public Defender) and manage the Legal Aid Department of the Tribes. Any non-negotiable claims adverse to the Tribes will be referred to Arizona Legal Services. The Director's legal duties will include but not limited to, counseling, asserting or defending claims with non-Tribal entities including local, state and federal agencies. Substantive legal areas include tax, property, probate, domestic relations, social security and other matters.

The Director's duties will also include management of the Legal Aid Department and staff including administrative and budgeting duties and supervision of staff in representing and counseling eligible Tribal Members.

REQUIREMENTS:

- Dependable, punctual, and able to communicate in a professional and pleasant manner.
- 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 preferred.
- At least one year experience in the practice of law is preferred.
- Knowledge of principles of Federal Indian Law and/or administrative law preferred.
- Valid Arizona or California Driver's License.



KNOWLEDGE, SKILLS AND ABILITIES:

Strong skills in computer applications such as Microsoft Word, Excel and PowerPoint. Excellent written and verbal communication skills is also required. Must be able to work efficiently at a high pace environment and must be able to manage time effectively.

C.R.I.T. is drug-free workplace; therefore, pre-employment drug screening is required. Employees may be required to submit to fingerprinting and a criminal background check.

APPLY:

**COLORADO RIVER INDIAN TRIBES HUMAN RESOURCE DEPARTMENT
26600 MOHAVE ROAD
PARKER, ARIZONA 85344**

For Employment Application visit: <http://www.crit-nsn.gov>

INDIAN PREFERENCE: Under the Title VII of the Civil Rights Act Sections 701(b) and 703(i) explicitly exempts from coverage the preferential employment of Indian-by-Indian Tribes. Therefore, C.R.I.T. acknowledges and extends preferential treatment to enrolled C.R.I.T. members who qualify toward all employment opportunities otherwise; C.R.I.T. does not discriminate against employees or applicants based on race, color, sex, religion or national origin.

C.R.I.T. offers: Health and Life Insurance, Paid Holidays, Sick and Annual Leave and Pension Plan.