THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	**OPV00722979**	DATE POSTED:	03/17/22
POSITION NO:	244832	CLOSING DATE:	**04/15/2022 by 5 pm**
POSITION TITLE:	**ATTORNEY**		
DEPARTMENT NAME / WORKSITE:	OFFICE OF NAVAJO PUBLIC DEFENDER - Window Rock, AZ		

WORK DAYS:	Monday-Friday	REGULAR FULL TIME:	☑			GRADE/STEP:	BR68A
WORK HOURS:	8:00 am-5:00 pm	PART TIME:	☐	NO. OF HRS./WK.:		$ 73,038.24	PER ANNUM
SENSITIVE	☐	SEASONAL:	☐	DURATION :		$ 34.98	PER HOUR
NON-SENSITIVE	☑	TEMPORARY:	☐				

DUTIES AND RESPONSIBILITIES:

Represents clients, adults and juveniles, in criminal and delinquency proceedings in and out of court. Reviews all court and discovery documents. Interviews clients; provides information on potential outcomes, defenses, potential consequences, federal prosecution; sentence(s) if convicted; deferred prosecution programs, peacemaking, etc. Develop theory of case and prepare pre-trial motions, responses; replies for trial preparation. Interview and/or depose witnesses. Communicate with prosecutor, probation, service providers. Assist client with referrals, appointments for evaluation, etc. Provide guidance and assistance to court advocates as needed. Prepare, file and complete appeals or Writs to Navajo Supreme Court when necessary. Position requires travel to district and family courts throughout the Navajo Nation.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- Juris Doctorate.
- Current Admission in any state bar with the intention of seeking and securing admission to the Navajo Nation Bar Association and either the Arizona, New Mexico or Utah State Bar within one(1) year of date of hire.

Special Requirements:

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:

Experience in Criminal Law and/or Indian Law.

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.