

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DOJ00618435 DATE POSTED: 10/03/2019
POSITION NO: 249550 CLOSING DATE: Open Until Filled
POSITION TITLE: Assistant Attorney General
DEPARTMENT NAME / WORKSITE: DOJ/Office of the Attorney General - (Water Rights Unit) / Window Rock, AZ
WORK DAYS: Mon. - Fri. REGULAR FULL TIME: GRADE/STEP: BD74A
WORK HOURS: 8am - 5pm PART TIME: NO. OF HRS./WK.: _____ \$ 114,504.00 PER ANNUM
SENSITIVE SEASONAL: DURATION : \$ 55.05 PER HOUR
NON-SENSITIVE TEMPORARY:

The Assistant Attorney General (AAG) for the Water Rights Unit is the lead water rights attorney for the Navajo Nation, representing the Nation in multiple water rights adjudications pending in state and federal courts, in state administrative water rights matters and in any settlement negotiations concerning the Nation's water rights. The AAG directs and supervised the work of all attorneys within the Unit and contract attorneys representing the Navajo Nation on water rights matters.

The AAG works closely with technical staff within the Department of Water Resources and other programs within the Navajo Nation, and with consultants retained to provide technical support to the Nation or to serve as expert witnesses. The AAG reports to the Attorney General of the Navajo Nation and provides legal advice on all water rights matters to the Office of the President and Vice President, the Office of the Speaker, the Navajo Nation Council, and its committees and subcommittees. The AAG works with the Navajo Nation Water Rights Commission (NNWRC) to ensure that the water rights of the Navajo Nation are effectively pursued and protected.

The AAG oversees the administration to the Water Rights Unit, supervises the administrative staff of the Unit, and develops and submits to the NNWRC for approval the budget for the Unit funded by the Water Rights Claims Fund, ensuring that there is sufficient funding for the work of the Unit and all water rights litigation activities under the supervision of the AAG.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A Juris Doctorate; and eight (8) years professional experience as a state licensed attorney, two (2) years of which must have been in a supervisory capacity. Licensed to practice law in Arizona, New Mexico, or Utah and the Navajo Nation.

(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:

Knowledge of judicial procedures and rules of evidence; considerable knowledge of the methods and practices of pleadings and of effective techniques in the presentation of cases in courts; considerable knowledge of the principles, methods, materials, and practices of legal research; and considerable knowledge of the functions, policies, and rules and regulations of the employing department. Ability to analyze, appraise and organize facts, evidence and precedents; and to present such materials in clear and logical form for oral or written presentation. Ability to establish and maintain effective working relations with consultants and outside counsel engaged to assist with work. Knowledge of the principles and practices of public administration.

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