

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2012-021 Issue Date: 02-17-12 Closing Date: 03-09-12

Prosecutor
Office of the Prosecutors
Tribal Administration
Hourly Wage: DOQ/Full-Time/Regular

The Yakama Nation Prosecutor serves as Chief Prosecutor and Chief Legal Officer of the Confederated Tribes and Bands of the Yakama Nation, to defend the Treaty of June 9, 1855 (12 Stat. 951) and the sovereignty of the Yakama Nation. Serves as legal advisor to all Yakama Nation programs, enterprises, and elected officials. Manages the Office of Prosecutor, the Division of Code Revision, and the Sex Offender Registration Program.

Knowledge, Skills and Abilities:

- Knowledge of governmental management practices.
- Knowledge of federal, state, and tribal laws and regulations.
- Knowledge of Revised Law & Order Code of the Yakama Nation.
- Knowledge of court procedures, rules of evidence & application of legal principles to individual cases.
- Knowledge of the Personnel Policy Manual, Compensation Manual, Finance Manual, Drug and Alcohol Procedures Manual.
- Knowledge of the supervisory and management principles and practices.
- Knowledge of the Yakama Nation governmental organization.
- Ability to interpret and understand constitutional provisions, statutes, administrative regulations, and precedents.
- Ability to analyze facts, evidence, and precedents to arrive at logical interpretation.
- Ability to prepare findings of facts and decisions in written form including preparation of legal documents and records.
- Ability to provide training to employees and officials for the Yakama Nation.
- Ability to work in hostile and sensitive situations.
- Ability to be culturally sensitive to the traditions and customs of the Yakama Nation.
- Ability to provide attorney services in tribal, state, and federal courts for the Yakama Nation.
- Ability to work closely with all Office of the Prosecutors staff to ensure a positive work environment.
- Ability to establish and maintain effective working relationships with other department staff, supervisors/managers, elected officials, and outside agencies.
- Ability to meet the public and address problems, issues, and complaints tactfully, courteously and effectively.
- Ability to communicate effectively, orally and in writing, with all levels of personnel including employees, supervisors, elected officials, etc.
- Ability to demonstrate a high degree of personal integrity and be able to maintain strict confidentiality.

General Recruiting Indicators:

- Graduation from an American Bar Association (ABA) accredited college of law receiving a Juris Doctor (JD) degree.
- Graduation with a Master of Law (LL.M) degree from any university.
- Possess seven or more years experience in professional legal work with an emphasis on persecution services.
- Required to pass a pre-employment drug and alcohol test.
- Admission to practice law in State of Washington, State of Oregon, and in Federal Court (Eastern District, Washington State).
- Admission to practice law in the Yakama Nation Tribal Court.
- Subject to a criminal background and financial check.