



SOUTHERN ARIZONA
LEGAL AID, INC.

**JOB ANNOUNCEMENT
TRIBAL COURT ATTORNEY**

Southern Arizona Legal Aid, Inc. (SALA) is hiring a Tribal Court Attorney. The person to be hired will be required to undertake a variety of civil cases in tribal court. SALA provides services to low-income families and individuals in nine counties and eleven tribal communities in southeastern Arizona.

MINIMUM REQUIREMENTS:

1. The candidate should be admitted to practice before the Tohono O'odham courts or be willing to apply for and be admitted to practice in the Tohono O'odham Nation within three months of hire. Candidate may be asked to practice law before the Gila tribal courts. The candidate should have two to five years' experience as an advocate in some capacity with administrative law, tribal government, a court system, a law office or a governmental agency.
2. Must exhibit a high degree of sensitivity to legal issues in low-income communities and be able to work with low income and community groups. Should have initiative, good communication skills, and the ability to work well in a multi-cultural setting.
3. Should be knowledgeable in the area of general civil practice and specifically general civil practice on behalf of the poor community.
4. Bilingual English/Spanish helpful. Ability to speak the Tohono O'odham language and familiarity with the Tohono O'odham culture is also helpful. Criminal Background Check Required.

RESPONSIBILITIES:

The Tribal Court Attorney will be based in the Tucson office and work under the supervision of the Managing Attorney for the Tohono O'odham and Gila Indian communities. Duties will include interviewing potential clients, performing case intake and file maintenance, drafting pleadings and other documents, gathering evidence and/or documentation for cases, participating in SALA's community legal education programs, doing legal research, representing clients in tribal courts and administrative tribunals, and doing outreach presentations on the Tohono O'odham Nation and in rural Pima County.

JOB LOCATION: Tucson, Arizona **JOB SCHEDULE:** Full-time

COMPENSATION: Salary range depending on experience \$50,050 - \$86,962; up to 5% additional compensation to individuals fluent in a language other than English, that is used by more than 10% of SALA's eligible client population. SALA has an excellent benefits package including, health insurance, pension plan and generous leave provisions.

EOE: Equal employment opportunity to all employees and applicants for employment regardless of race, color, disability, religion, national origin, sex, age or sexual orientation, gender identity and expression.

CONTACT: **Hiring Committee**
Southern Arizona Legal Aid, Inc.
Continental Building
2343 E Broadway Blvd, Suite 200 - Tucson AZ 85719-6007
(520) 623-9465 / Fax: (520) 594-6554
email: salahr@sazlegalaid.org

DEADLINE: Open Until Filled. Please submit cover letter, resume, writing sample and three references.