



Waganakising Odawak

Little Traverse Bay Bands of Odawa Indians

Office of the Tribal Chairperson

7500 Odawa Circle, Harbor Springs, Michigan 49740

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TRIBAL PROSECUTOR POSITION

Waganakising Odawak, known in English as the Little Traverse Bay Bands of Odawa Indians (“LTBB”) is a federally recognized Indian Tribe, and is a party to treaties with the United States, the most recent of which are the Treaty of Washington of 1836 and the Treaty of Detroit of 1855. LTBB is governed by a Tribal Constitution adopted by the Tribal Citizens on February 2, 2005. The LTBB Constitution states:

“In any and all child welfare cases, criminal proceedings or other violations of Tribal law, the Tribal Prosecutor shall have the power and authority, on behalf of the Tribal membership as a whole, to sign, file and present any and all complaints, subpoenas, affidavits, motions, process and papers of any kind and to appear before all courts, commissions or tribunals in any such proceeding within the Tribe’s jurisdiction.”

PURPOSE: This posting is to invite proposals from persons interested in serving as Tribal Prosecutor .

QUALIFICATIONS:

- Applicants must have a J.D. degree from an accredited law school, be an active member in good standing with the State Bar of any U.S. jurisdiction, and have at least 8 years of post-J.D. experience, preferably as a prosecutor. (Experience in criminal defense, civil litigation, or other relevant courtroom experience may also be considered.)
- Applicants must have a working knowledge of Indian law, including the federal Indian Child Welfare Act, the Tribal Law and Order Act, the Indian Civil Rights Act, and the foundations of tribal sovereign immunity. Applicants must become and remain current on all tribal, state and federal laws, regulations and court opinions that apply to LTBB and to the mission of the Tribal Prosecutor.
- Applicants should have extensive knowledge and experience with trial court proceedings on any level, preferably including experience in one or more Tribal Courts. Experience in coordinating, investigating and prosecuting cases that involve multiple jurisdictions and/or multiple law enforcement agencies is a plus.
- Applicants should have extensive knowledge and experience with domestic violence laws and programs, including victim advocacy and protection, as well as knowledge of federal laws and programs to address the significant incidence of domestic violence in tribal communities.

- Applicants should have experience in managing and supervising various alternative sentencing and diversionary programs and staff, including programs targeting youthful offenders and programs to address substance abuse issues.

- Applicants should have a high level of management, supervisory and budgetary experience. The successful applicant will be required to maintain accurate records and statistics concerning the volume of cases and petitions handled, and will be required to report the general types, results and time requirements of all cases and petitions. The successful applicant will be expected to demonstrate initiative in maintaining the efficient and cost-effective operation of the office of the Tribal Prosecutor.

- The successful applicant must be or become authorized to practice in LTBB Tribal Court, and must maintain such authorization during his or her term. The Tribal Prosecutor is subject to removal from office at any time for unethical conduct, a disqualifying disability, lack of timely performance, or gross misconduct including but not limited to any felony conviction.

- Indian Tribal Preference laws apply to this position. Per the LTBB Constitution, it is preferred but not mandatory that the Tribal Prosecutor be at least one-fourth North American Indian.

PERIOD OF PERFORMANCE: The position of Tribal Prosecutor is a three-year appointment to handle all Tribal Court cases on behalf of LTBB.

COMPENSATION: Level of compensation is constitutionally-mandated (WOS #2010-015) and based on experience.

APPLICATION REQUIREMENTS: Each application must include a letter of interest, resume, a description of how the Applicant meets the Qualifications listed above, three (3) professional letters of reference, three (3) character reference letters, and proof of membership in a state bar association (copy of bar membership card or Certificate of Good Standing).

Applications may be submitted by email to: tribalchair@ltbbodawa-nsn.gov ; by fax to: 231-242-1411; or by mail to: Little Traverse Bay Bands of Odawa Indians, Attn. Tribal Chair's Office, 7500 Odawa Circle, Harbor Springs, MI 49740.