

## JOB ANNOUNCEMENT: STAFF ATTORNEY

**Nature of Practice:** The Office of Tribal Attorney advises and represents the Swinomish Indian Tribal Community in Federal, Swinomish and State courts. The Office of Tribal Attorney has seven attorneys and four legal assistants, and provides legal services covering a broad range of Tribal government, economic development, natural resource and Federal Indian law issues. The Office's practice includes legal advice, document drafting and collaboration with a wide range of Swinomish policy committees, departments and entities. The Office's work includes contract preparation and review; drafting ordinances; economic development activities; intergovernmental issues; treaty hunting and fishing rights and management; reservation lands governance and management; water rights; environmental protection; and Indian gaming, housing and utilities, among other areas.

**Minimum Qualifications:** Qualified applicants must have graduated from an accredited law school; preferably be currently licensed to practice in Washington, but consideration will be given to applicants able to become licensed to practice in Washington within six months of employment through reciprocity or passing the Washington Bar Exam; have or promptly obtain a valid Washington State driver's license; have excellent written, oral, research and analytical skills; have strong interpersonal communication and negotiation skills and an ability to thrive in an interdisciplinary and cross-cultural work environment; work well and bring flexibility to a fast-paced and dynamic work setting; enjoy and excel at creative problem-solving; have a demonstrated commitment to working with Native or other minority communities and/or restorative justice; and a commitment to reside on or near the Reservation. Qualified applicants must have experience or demonstrated expertise in one or more of the following subject-matter areas, with at least five years of experience as a practicing attorney: drafting and negotiating contracts; drafting statutes, policies and procedures; litigation, preferably in Federal Court; representing public or private entities; legal support of incubation or operation of Tribal or commercial enterprises, including gaming, hospitality or health services;; taxation; or Indian law; and ability to use a

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personal computer with Office and timekeeping software and document database.

Native American hiring preferences under Swinomish Tribal Code 14-01.120 will be in effect during the selection of candidates. Applicants must pass a background check and a drug test.

**Location:** Tribal offices are located in the Swinomish Village on the beautiful Swinomish Indian Reservation at the southeastern end of Fidalgo Island in rural Skagit County, Washington, across the Swinomish Channel from La Conner, WA. The Tribal offices are located 60 miles north of Seattle, and 90 miles south of Vancouver, British Columbia.

**Salary:** Negotiable depending upon experience. Compensation includes a medical, dental & vision health plan, 401(k) plan, generous leave and other fringe benefits.

**Application:** Submit the following: Swinomish Indian Tribal Community Employment Application (you may request this application via email); Office of Tribal Attorney Application Addendum; cover letter including an explanation of the applicant's interest in the position, along with a current resume, the names and contact information for at least 3 professional references, and two samples of the applicant's own independent writing to:

Wendy A. Otto  
Swinomish Indian Tribal Community  
11404 Moorage Way  
La Conner, Washington 98257

Tel: (360) 466-1134  
Fax: (360) 466-5309  
E-mail: [wotto@swinomish.nsn.us](mailto:wotto@swinomish.nsn.us)

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