



**The Yavapai-Apache Nation in Camp Verde, AZ is hiring for the following position:
We offer an excellent benefit package that includes, Medical, Dental, Vision, 401K and many paid holidays.**

Associate Judge

The Associate Judge presides over cases before the Tribal Court and helps ensure the proper operation of Yavapai-Apache Nation Tribal Court under the supervision of the Chief Judge

QUALIFICATIONS:

- The Minimum Qualifications for Judges of the Tribal Court are established by Ordinance adopted by the Tribal Council as authorized under the Constitution of the Yavapai-Apache Nation. Title 3 of the Nation's Judicial Code, Section 111, sets out the "Minimum Qualifications and Limitations of Judges of Tribal Courts." A copy of Section 111 is attached to this Job Description and incorporated herein.
- In addition to the Minimum Qualifications set out in Title 3, the following qualifications also apply to this Position:
 - In the case of applicants who are attorneys, a Law Degree and State Bar license plus two (2) years' experience as a Judicial Officer, Attorney, or Tribal Advocate (Law School Degree highly preferred for this position).
 - In the case of Non-Attorney Applicants, a High School Diploma or GED plus six (6) years' experience as Judicial Officer, or Tribal Advocate; or a Paralegal or Tribal Trial Advocacy Certificate plus five (5) years' experience as a Judicial Officer, Lawyer or Tribal Advocate.
- Minimum of one (1) year of practice before courts of limited jurisdiction. (Tribal Court preferred).
- Possess a high level of competence, ability to apply legal thinking to reconciling the principles of law and the particular circumstances of issues presented in cases coming before the Court.
- Must have good verbal & writing skills and, excellent communications skills.
- Supervisory/Personnel Management experience preferred.
- Some judicial administrative experience preferred.
- Ability to manage courtroom and specialty court staffing.
- Sound judicial temperament.
- Must be able to use computers and have good PC skills in Microsoft Word, Microsoft Excel and Access.
- Ability to make effective presentations, explain the legal reasoning used on controversial or complex topics.
- Have the capacity to remain open-minded, manage case workload efficiently.
- Respect their peers and their constituencies.
- Knowledge of Tribal, Federal and State Law; regarding Tribes and familiarity with Tribal communities.
- Must not have been convicted of a felony or misdemeanor within the past ten (10) years other than traffic violations.
- Evidence of continuing education to maintain any required Certifications/License and update knowledge and skills.
- Must have a valid Arizona Driver's License and be insurable with the Nation's auto insurance policy and sustain insurability throughout the duration of employment.

Salary: up to \$123,000 annum

Closes: Open Until Filled

For full job descriptions, employment applications, or more information please contact the Yavapai-Apache Nation at 928-567-1062. You can also visit the website at www.yavapai-apache.org The Yavapai-Apache Nation is located at 2400 W. Datsi, Camp Verde, AZ 86322. Email your resume to hfrontdesk@yan-tribe.org