



Pride of the Ojibwe

13394 W Trepania Road
Hayward • Wisconsin • 54843

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Lac Courte Oreilles Tribal Public Defender

Position:	LCO Public Defender
Posting Date:	April 10, 2025
Closing Date:	Open Until Filled
Location:	Tribal Administration Office
Supervisory Control:	LCO TGB
Salary:	Negotiable – Dependent on Qualifications and Work Experience

QUALIFICATIONS:

- Must have a Juris Doctorate from an accredited Law School.
- Must be a member in good standing of the State Bar of Wisconsin or must become licensed following the next available bar exam.
- Admission to practice before the Federal Bar, or commitment to secure such eligibility within one year of hiring.
- Admission to practice law by the WI Supreme Court prior to start date.
- General knowledge of Federal Indian law with emphasis on applicable current federal and state case law, statutes and regulations relating to Indian tribes.
- Knowledge of the operation of Federal, State and Tribal court systems.
- Excellent oral and written communication skills; must work effectively with other people at a variety of ages and levels, competency in various computer programs, and able to work independently to get a project completed.
- Proficiency in legal research techniques, electronic and library research skills, and knowledge of legal and other resources.
- Ability to identify and analyze legal issues and present legal theories.
- Independent and organized and able to manage significant number of matters simultaneously. Professional demeanor and appearance; and demonstrated ability to meet deadlines in fast-paced environment.
- Well-developed interpersonal skills and ability to work in a supportive and

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Human Resource Dept
Public Defender**

- professional manner with other attorneys, support staff and client agencies.
- Knowledge of and commitment to professional ethics.
- Valid state driver's license and able to meet minimum insurance requirements.
- Employment is contingent upon the satisfactory result of a Security Background Check, and pre-employment drug testing.

DUTIES AND RESPONSIBILITIES:

- Serve as the Public Defender for enrolled members of the Lac Courte Oreilles Band of Lake Superior Chippewa Indians.
- Provide legal representation/ legal services for enrolled LCO Tribal Members in WI State Circuit Court(s) (e.g., litigation, negotiations); with an emphasis on defending criminal cases.
- Prepares legal documents, including pleadings, motions, briefs, etc.
- Oversee LCO Public Defender support staff.

This position announcement summary is intended to indicate the kinds of tasks which will be required of this position and shall not be construed as declaring what the specific duties and responsibilities of the position will be. It is not intended to limit or modify the right of the Attorney General to assign, direct and control the work of this position. nor to exclude other similar duties not mentioned. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.

Application Procedure & Requirements:

1. Completed LCO Employment Application, including Release and Authorization form (included in application)
2. Cover Letter (Letter of Interest)
3. Resume
4. At least three (3) letters of Referral (Recommendations)
5. And any other supportive documents
6. Tribal Member applicants must provide a signed official document from a federally recognized Tribe acknowledging enrollment.

MAIL, FAX OR EMAIL ALL INFORMATION TO:

**Lac Courte Oreilles Tribal Government
ATTN: Human Resource Department
13394 W Trepania Road
Hayward, WI 54843
Fax (715) 634-4797
HR Fax (715) 699-1209
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***Tribal Preference will apply to qualified applicants in accordance with the
Lac Courte Oreilles Policies & Procedures Manual.***