



Sisseton-Wahpeton Oyate

LAKE TRAVERSE RESERVATION

Legal Department

P.O. BOX 509

AGENCY VILLAGE, SOUTH DAKOTA 57262-0509

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Call for Letters of Interest SWO Judicial Committee Member

The Tribal Council & Executives of the Sisseton-Wahpeton Oyate (“Tribe”) are looking for three Tribal Members to serve on the SWO Judicial Committee (“Committee”).

Qualifications:

In order to serve on the Committee, all members must meet the qualifications and requirements of Chapter 21 – Judicial Code, which include, but are not limited to:

- ◆ Appointment shall require a 2/3 vote of Tribal Council.
- ◆ Except for the staggered initial appointments, Committee members shall serve a term of four (4) years from the date of appointment.
- ◆ An Associate’s degree or two-year degree from an accredited college or university.
- ◆ Familiarity with Acts of Congress and U.S. Supreme Court decisions dealing with Indian Tribes and Individual Indians, and the Tribe’s own codes of law.
- ◆ Members of Tribal Council, Tribal Judges, tribal court personnel, felons and persons owing a delinquent debt to the Tribe are not eligible for appointment.

Tribal Council & Executives will also consider the following qualifications, skills and abilities in their selection:

- ◆ Analytical Skills – Ability to read and interpret legislative documents and procedural manuals, ability to use intuition and experience.
- ◆ Writing Skills – Ability to write legislation, reports and correspondence.
- ◆ Language Skills – Ability to speak effectively before groups of all sizes in a variety of situations. Speaks clearly and persuasively in positive or negative situations.
- ◆ Problem Solving Skills – Ability to gather and analyze information skillfully and develop alternative solutions, ability to demonstrate persistence and overcome obstacles.
- ◆ Professionalism – Treats others with respect and consideration.
- ◆ Dependability – Keeps commitments and meets deadlines.



Responsibilities & Requirements

Essential Duties and Responsibilities include the following:

- ◆ Drafts, reviews, revises, recommends and amends new and existing tribal law.
- ◆ Advise and solicit public input on new or amended tribal law.
- ◆ Report to Tribal Council on a monthly basis, or as directed.
- ◆ Members of the Committee shall not serve on any other committees or boards.
- ◆ Maintains a confidential and secure record of correspondences, public comment and all documentation in the course of Committee duties. Prepares official documents and prepares final code documents for storage at the SWO Legal Department.
- ◆ Works closely with the Tribal Council & Executives, SWO Legal Department and other SWO Departments, Committee and Commissions.

Monthly Reporting

On a monthly basis, the Committee shall prepare for the Tribal Council & Executives a report describing the previous months activities.

Compensation

Compensation for the Committee includes a fixed monthly stipend in an amount to be set by Tribal Council, which includes any and all meetings and activities of the Committee. Monthly stipends shall be made available upon receipt of the previous month report outlining the Committee activities and pursuant to the policies and regulations that govern the Tribe's finance department.

How to Apply:

Tribal Members interested in serving on the Judicial Committee shall submit the following to the Vice-Chairwoman's Office either in person or via email to vcoffcemgr@swo-nsn.gov.

- ◆ Letter of Interest – up to and no more than two pages, which describes qualifications
- ◆ Proof that interested candidate meets educational requirement
- ◆ Sign Release – Release to Tribal Departments & Entities to ensure individual does not have delinquent debts.
- ◆ Sign Release for Background Check – This is to ensure individual does not have a felony conviction.

