VACANCY ANNOUNMENT

DOMESTIC VIOLENCE/SEXUAL ASSAULT PROSECUTOR
RED LAKE BAND OF CHIPPEWA INDIANS/RED LAKE TRIBAL COURTS

Open : November 2, 2026 Closes: Until Filled

Primary Function:

Under the supervision of the Court Administrator/Chief Prosecutor, represents the Red Lake Band in assigned criminal matters, particularly domestic violence, sexual assault and stalking. Meets with or makes telephone contact with victims of domestic violence, sexual assault and stalking offenses in preparation for all court proceedings. Work involves coordinating with victims, witnesses, arresting officers, Domestic Violence advocates, Reports to the Court Administrator, full time position w/benefits, salary; DOQ. Opens Monday February 2, 2026 and closes Friday, February 20. 2026.

Essential Duties and Responsibilities:

- Gather and analyzes evidence, interviews victims and witnesses in cases.
- Appears before the court in DV, sexual Assault, Stalking cases specifically and other cases assigned.
- Conducts all preliminary hearings, arraignment, pre-trial, plea, evidence-motions, etc.
- Conducts all assigned Judge and Jury trials.
- Conducts all post-conviction hearings, sentencing, probation violations and any appeal hearings.
- Establishes and maintains case files as necessary.
- Provides legal advice to Law Enforcement agencies during investigations.
- Assists with establishing or enhancing policy and procedures regarding domestic Violence, Sexual Assault or stalking if necessary.
- Assists law enforcement officers in preparation of their testimony.
- Maintain accurate statistics to ensure grant reports are as complete as possible.
- Other related duties as assigned.

Education/Work Experience/Qualifications:

- Graduate from an accredited school of law preferred, or combined equivalent of 2-3 years of related training and experience may be considered.
- Must have the ability to speak in front of large groups.
- Must exercise sound judgement in assigned cases.
- Excellent verbal and writing skills.
- Ability to handle stressful situations in a professional manner.
- Adhere to and have knowledge of the Data privacy Act.
- Must be of high moral character to uphold the integrity of the court.
- Must be aware of the dynamics of domestic abuse, sexual assault and stalking.
- Must have knowledge of courtroom procedure.
- Must have knowledge of the Red Lake Code and Ordinances.
- Employment contingent upon successfully passing a pre-employment drug/alcohol test and back ground check.

TO APPLY: Applications and copies of certificates/diplomas are being accepted at the Government Center – Human Resources Department, P.O. Box 546, Red Lake, MN 56671 Phone (218) 679-1847