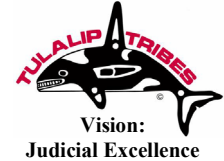




**The Oscar Carl Jones Sr.  
TULALIP TRIBAL COURT**

6332 31<sup>st</sup> AVE NE | Suite B, Tulalip Washington 98271  
Tel: (360) 716-4773 | Fax: (360) 716-0657



The Tulalip Tribal Court is recruiting for:

**ASSOCIATE JUDGE**

Tulalip, Washington

- Provides judicial services across criminal, civil, fishing, hunting, youth dependency, traffic, housing, and gaming matters
- Conducts hearings, interprets Tribal law, adjudicates cases, and issues decisions on the record
- Works collaboratively with judicial leadership and court staff to administer justice and uphold Tribal sovereignty
- Supports effective court operations, accurate records, and continuous system improvement
- Participates in ongoing judicial training and upholds Tulalip values, culture, and traditions

**First review of applications will be July 15, 2026.**

Please submit your resume to:

[courtjobs@tulaliptribes-nsn.gov](mailto:courtjobs@tulaliptribes-nsn.gov)



## JOB DESCRIPTION

The Tulalip Tribes publicly announces that Native Preference to hiring shall apply to the Tulalip Tribal job opportunities

<b>Job Title</b>	Associate Judge	<b>Division</b>	Tulalip Tribal Court
<b>Department</b>	Law & Justice	<b>BOD, CEO, COO</b>	COO
<b>Location</b>	31 <sup>st</sup> Ave Suite B Campus	<b>Travel Required</b>	No
<b>Pay Grade</b>	Grade 22, Step 3	<b>Position Type</b>	Contract
<b>Background Tier</b>	Tier II	<b>Classification</b>	Exempt
<b>Skills Test Required</b>	No	<b>Safety Sensitive</b>	No
<b>Supervisor</b>	Chief Judge	<b>Subordinate(s)</b>	No

### JOB SUMMARY

The Associate Judge provides a full range of judicial services in the Tulalip Tribal Court, presiding over matters including but not limited to criminal, civil, fishing, hunting, youth dependency, traffic, housing, and gaming cases. The Judge conducts scheduled hearings, applies and interprets applicable Tribal laws and codes, adjudicates matters before the Court, and issues decisions on the record.

The Judge works collaboratively with the Chief Judge, Executive Director of Law & Justice, Court Director, and court staff fully exercising the Tribes' sovereignty to the fullest extent possible under Tribal and federal law, ensuring the effective administration of justice, maintaining accurate court records, and continuously improving court operations and procedures. Continuous professional development and judicial training are expected in support of high standards of judicial performance and adherence to Tulalip values, culture, and traditions.

### ESSENTIAL JOB DUTIES

1. Perform all judicial duties with integrity, impartiality, and respect for others, applying principles of fairness, justice, and ethics in a culturally competent manner.
2. Hear and decide assigned cases in accordance with Tulalip Tribal law, ensuring due process and compliance with applicable legal standards.
3. Prepare, review, and issue timely written orders, findings of fact, conclusions of law, judgments, and judicial opinions.
4. Conduct legal research and legal writing as necessary to support well-reasoned judicial decisions.
5. Encourage and facilitate appropriate alternatives to trial, including settlement discussions and other dispute resolution methods when permitted by law.
6. Manage special projects or initiatives assigned by the Chief Judge.
7. Assist in the development, review, and implementation of court policies and procedures that align with existing court standards and, where absent, are consistent with Tulalip culture and traditions.
8. Maintain effective court calendars and dockets and make recommendations for improvements to scheduling and case flow management.
9. Participate in committees, working groups, or task forces to strengthen and enhance the Tribal justice system.
10. Ensure consistent compliance with Tulalip Tribal laws, court rules, and ethical requirements.
11. Be available, on a rotating basis, during non-business hours to review and sign search warrants and other emergency judicial orders.
12. Demonstrate an understanding of grant writing, reporting, and grant management.
13. Professionally represent and uphold the values, standards, and integrity of the Tulalip Tribal Justice System and the Tulalip Tribes.
14. Regular and satisfactory attendance and punctuality.
15. Perform other related duties as assigned.



**MINIMUM REQUIRED EDUCATION**

- Juris Doctor Degree from an American Bar Association (ABA) accredited law school.

**MINIMUM RELATED EXPERIENCE**

- Five (5) years of experience as a licensed attorney.
- Experience with tribal program administration, policy development, or the law and practice governing tribal authority and operations is preferred.
- Prior teaching, lecturing, or presenting experience (e.g., adjunct teaching, guest lectures, conference presentations) is preferred.
- Experience working with a tribal government, tribal organization, intertribal organization, private firm, or governmental entity that supports Indian self-determination and tribal self-governance is preferred.

**REQUIRED LICENSES/CERTIFICATIONS/PREREQUISITES**

- Possess a J.D. from an ABA-accredited law school and be licensed to practice law in a court of competent jurisdiction.
- Submit a letter of interest and two (2) legal writing samples.
- No felony convictions in any federal or state court, and no Class E or F offenses under Tulalip law.
- No misdemeanor convictions in any Tribal, federal, or state court within the past five (5) years.
- Be of high moral character and have no convictions involving moral turpitude.
- Obtain and maintain membership in good standing with the Tulalip Tribal Bar.
- Must adhere to The Tulalip Tribal Court Ethics – Code of Conduct Court Employees Policy
- Employment is contingent upon successful completion of a pre-employment background check

**KNOWLEDGE OF**

- Microsoft Office Suite or equivalent software
- Tribal court systems as well as criminal and civil jurisdiction in Indian Country.
- Case management systems (i.e., Enterprise Justice, FullCourt, eCourt, Justware).

**ABLE TO**

- Work effectively and respectfully in a culturally diverse environment.
- Maintain strict confidentiality and communicate with professionalism, tact, and discretion.
- Organize, plan, coordinate, and execute multiple tasks accurately and with attention to detail.
- Learn and effectively use court information systems and technology.
- Complete required continuing judicial education as directed by the Chief Judge.
- Learn and effectively use the Court’s case management system.
- Work flexible hours, including evenings, weekends, holidays, and on call rotations.

**PHYSICAL REQUIREMENTS**

- Dexterity for the operation of a computer, office machines and routine paperwork.
- Stamina to sit, stand, and/or walk for prolonged periods.
- Mobility to bend, stoop, and/or climb stairs on an everyday basis.
- Ability to sit extended periods, up to eight hours per day.
- Tolerance for exposure to computer screens, for up to eight hours per day.
- Strength to lift objects weighing up to 10lbs. occasionally

Reviewed By:	<i>Tiana Hatch</i>	Date:	<i>5/13/2026</i>
Approved By:	J Tate London <small>Digitally signed by J Tate London, Date: 2026.05.13 13:51:45 -0700</small>	Date:	May 13, 2026