

**STAFF ATTORNEY
(STATE LICENSED)**

Location: All Locations (AZ and NM)

DNA-People's Legal Services is a non-profit law firm providing high quality legal services to persons living in poverty on the Navajo, Hopi, and Jicarilla Apache Nations, and in parts of Northern Arizona, Northwest New Mexico, and Southern Utah.

RESPONSIBILITIES INCLUDE:

- Provide the full range of high-quality legal services to DNA clients.
- Be familiar with and follow all DNA and funder policies, and all applicable state, federal, and local regulations.
- Participate in community outreach, training programs, and client education events.
- Participate in remote, local, or online intake.
- Performs other duties as assigned

WHAT TO SUBMIT: Employment Application (found at <https://dnalegalservices.org/career-opportunities-2/>), Resume, Cover Letter, Transcripts (if applicant graduated within the last two years) and Writing Sample (Attorney applicants only)

HOW TO APPLY: Email: HResources@dnalegalservices.org | Direct: 928-871-4151 ext. 5631 Fax: 928-871-5036 (Faxed documents accepted)

Preference is given to qualified Navajo and other Native American applicants. DNA requires all applicants to be eligible to work within the United States. DNA will not sponsor visas unless otherwise noted on the position description.

ACKNOWLEDGEMENT: I have received this job description and I affirm that I meet the minimum qualifications and that I can perform the duties set forth.

Print Name

Signature

Date