INTERTRIBAL COURT OF SOUTHERN CALIFORNIA
49002 Golsh Road Valley Center, California 92082
Phone: (760) 751-4142
Fax: (760) 751-3078
Web: www.intertribalcourt.org

TEMPORARY POSITION ANNOUNCEMENT
SUMMER LAW CLERK

Summary

The Intertribal Court of Southern California invites applications from qualified individuals interested in a temporary summer law clerk position. Under the supervision of the court solicitor, this position has responsibility for the provision of legal research and writing in support of the operation of the Court.

Duties and Responsibilities

- Research issues of federal Indian and tribal law raised in pleadings
- Assist in drafting bench memoranda and judicial opinions as requested
- Analyze member tribal ordinances, policies, and procedures
- Assist in developing Court forms and bench guides as requested
- Perform other duties as assigned to facilitate Court operation

Knowledge and Abilities

- Skill in conducting legal research and executing legal writing
- Ability to work independently and manage a high-volume workload
- Professional manner appropriate for a court setting
- Ability to maintain the confidential nature of Court records
- Skill in oral and written communication

Education and Experience

Completion of at least one year of juris doctorate coursework at an institution accredited by the American Bar Association. Demonstrated interest in federal Indian and tribal law preferred.

Additional Information

- Term: June 14, 2027 through August 6, 2027
- Compensation: $27.00 per hour
- Hours: 40 hours per week
- Location: In person
- Indian preference: Native American preference will apply

Applications

To apply, submit a cover letter, résumé, legal writing sample, and law school transcript to Court Solicitor Courtney Cole at ccole@intertribalcourt.org. This position is open until filled. Apply by January 4, 2027 for priority consideration.