



NATIVE AMERICAN RIGHTS FUND

1506 BROADWAY, BOULDER, CO 80302

VACANCY ANNOUNCEMENT

PARALEGAL

The Native American Rights Fund (NARF) in Boulder, Colorado, is seeking applicants for the position of Paralegal. NARF is a non-profit national Indian law firm that provides legal representation to American Indian tribes throughout the United States. NARF is an Equal Opportunity Employer.

SUMMARY: NARF handles a broad range of matters in federal, state, and tribal courts, agencies, and legislatures as well as at the international level. NARF paralegals provide multiple attorneys with whatever litigation, administrative, and clerical support is required. They coordinate and manage all aspects of cases and matters, including in all phases of the litigation process, from the pre-filing process through the discovery period, trial, post-trial findings and appeal stages. See the full job description at <http://www.narf.org/contact-us/join-team/>

ANNUAL SALARY RANGE: Entry level: \$72,248.00 + depending on experience. Generous benefits.

CLOSING DATE: October 16, 2018

APPLICATION PROCEDURE:

Submit cover letter with resume and the names and contact information of three references. Please send all applications by email to Katrina Mora, NARF Administrative Assistant at katrina@narf.org

