



Legislative Bureau
NORTHERN MARIANAS COMMONWEALTH LEGISLATURE
P.O. BOX 500586
SAIPAN, MP 96950

Job Vacancy Announcement

Announcement Number: LB-JVA-10-002

Position: Legal Counsel

Salary Range: \$45,000 - \$60,000 per annum

Opening Date: January 15, 2010

{To be determined by qualification}

Closing Date: January 29, 2010

Legal Counsel will serve as a nonpartisan staff of the Legislative Bureau that will provide professional and impartial services to the Legislative Bureau and the Northern Marianas Commonwealth Legislature.

General Duties:

- Acts as Counsel to the Bureau and to the house of the Legislature to which he or she is primarily assigned.
- Creates and/or provides legal review of legislative documents and prepares or coordinates the preparation of such.
- Is assigned to designated committees within the respective house and provides non-partial service to the chairpersons and members of those committees.
- Performs researches and provides legal opinions as requested by the presiding officer, the leadership, and individual members of the house to which he/she is assigned.
- Advises the Legislature of CNMI laws and regulations which are archaic, are obsolete, conflict with other laws, or do not conform with the decisions of the courts.
- Represents the house to which he/she is assigned in lawsuits in which that house is a party as directed by the Presiding Officer and pursuant to resolution, including initiating lawsuits in which public interest so requires. Such representation may be performed alone or in association with suitable outside counsel hired by the respective house.
- Travels within and without the Commonwealth as necessary and as requested for legislative purposes.
- Represents the Legislative Bureau on all matters.
- Performs other duties as assigned and directed by the Chairs of the committees he/she is assigned and/or by the Director of the Legislative Bureau.

Qualifications and Requirements:

- Possesses a Juris Doctor degree from an institution accredited by the American Bar Association; is a member in good standing of a Bar in any U.S. Jurisdiction.
- Ability to produce results within limited time frames and work under pressure on a daily basis.
- Upholds strict confidentiality requirements.
- Two years of legislative experience preferred.

Cover Letter, resume, and police clearance may be mailed to the Office of the Director; Legislative Bureau; P.O. Box 500586; Saipan, MP 96950, or submitted via email at glenna.palacios@cnmileg.gov.mp. No telephone inquiries.