



PECHANGA INDIAN RESERVATION

Temecula Band of Luiseño Mission Indians

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Telephone (951) 770-6000 Fax (951) 695-1778

Tribal Chairman:
Mark Macarro

Council Members:
Raymond J. Basquez, Jr.
Catalina R. Chacon
Marc Luker
Robert "R.J." Munoa
Russell "Butch" Murphy
Michael A. Vasquez

Tribal Secretary:
Louise Burke

Tribal Treasurer:
Robyn Delfino

JOB DESCRIPTION

POSITION: Peacemaker
STATUS: Non-Exempt
CLASSIFICATION: Part-time
DEPARTMENT: Judicial Branch
REPORTING: Tribal Council

SUMMARY:

The Pechanga Band of Luiseño Indians Óomish Yáamish Peacemaker Court has jurisdiction over matters within its jurisdiction filed directly with the Court, those transferred from state court, and those referred to it by the Pechanga Band of Luiseño Indians Pechanga Tribal Court ("Pechanga Tribal Court"). The Peacemaker is an officer of the Óomish Yáamish Peacemaker Court. The purpose of the Peacemaker Court is to provide a forum for the use of traditional and customary Pechanga law and methods of peacemaking to resolve disputes in a fair, informal and inexpensive manner. As an officer of the Óomish Yáamish Peacemaker Court, the Peacemaker will support and defend the sovereignty and Constitution and Bylaws of the Pechanga Band, and its traditions, customs, and Tribal laws.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide a forum to resolve legal issues as an alternative to a traditional "western-style" court including child custody, guardianship of minors, domestic violence, and facts of birth.
- Use tribal cultural teachings and customs, including present day religious teachings in order to resolve disputes.
- Preside over the meetings with both parties to resolve the dispute at a time and place agreed upon by the Peacemaker.
- Assist parties in drafting agreements and/orders to be signed by all parties as needed.
- Direct the issuance of subpoenas at the request of parties for individuals whose presence is reasonably necessary to resolve the dispute or as deemed necessary by the Peacemaker in the absences of a party's request.
- Conduct peacemaking sessions on child custody and visitation disputes.
- Use accepted methods of traditional peacemaking and other techniques to assist the parties in reaching agreement.
- Must make the determination if a case cannot product an agreed-upon resolution through the peacemaking process, and transfer the case to the Pechanga Tribal Court as appropriate.

Hiring Preference: The Pechanga Tribal Government is an equal opportunity employer. Consistent with federal law, the Pechanga Band of Luiseño Indians applies Indian preference in employment. It is the policy of the Pechanga Tribal Government to give preference in hiring, promotions, and transfers into vacant positions to qualified applicants in the following order: 1) Pechanga Tribal Members; 2) Pechanga Tribal Member Spouses; 3) non-member American Indians. **At-Will Employment:** Employment with the Pechanga Tribal Government is at-will and can be terminated with or without cause, and with or without notice, at any time, either at the option of the employee or the Pechanga Tribal Government. **Drug Testing:** The Pechanga Tribal Government is a drug-free workplace. All employees are subject to drug testing. **Background Investigation:** All candidates and employees may be subject to a background investigation.

- Must act in accordance with all provisions of the Pechanga Band of Luiseno Mission Indians Oomish Yaamish Peacemaker Code and meet all applicable deadlines. Must comply with the American Bar Association Model Code of Judicial Conduct or the Pechanga Band of Luiseno Indians' Rules of Judicial Conduct when adopted. If a tribal member, Peacemakers are subject to the provisions of the Tribal Official Code of Conduct Ordinance of 2015.
- Must interview individuals of many different ages and education levels, review legal files and other records, prior to compiling factual data.
- Perform other job related duties and special projects as assigned.
- The duties and responsibilities listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

QUALIFICATIONS, EDUCATION AND EXPERIENCE:

- Must be a minimum of thirty-five (35) years of age.
- Must never have been convicted of a felony.
- Must be of good moral character and integrity.
- Must have received, or is willing to complete within 45 days of selection, a minimum of 60 hours of applicable Peacemaker, mediation or similar training and which must include training on tribal, federal and state jurisdiction, and the Indian Child Welfare Act.
- Must be familiar with the provisions of the Oomish Yaamish Peacemaker Code, Pechanga Family Code, Pechanga Band of Luiseno Indians Court Procedures, federal law applicable to the Reservation, Pechanga Band of Luiseno Indians customs and traditions, and any other relevant tribal law, resolutions or executive orders.
- Must be willing and able to take the Peacemaker Oath of Office.
- Applicants must be in "good standing" with the Pechanga Band of Luiseno Indians
- Must be able to avoid actual or perceived conflicts of interest.
- Must possess and maintain a valid drivers' license, and qualify for employer insurability, throughout the course of employment.
- Must successfully pass a pre-employment background investigation.
- This position must comply with the Pechanga Tribal Government's Drug-Free Workplace Policy. This includes: pre-employment testing, post-accident or injury, and random testing.

The list of duties and responsibilities above is not an exhaustive list. In addition to the duties and responsibilities listed above, the employee will be required to perform other job-related duties, as assigned, that are consistent with the employee's job position and qualifications.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Must maintain strict confidentiality of all matters.
- Must have knowledge of legal terminology
- Knowledge of MS Word, Excel, Outlook, and PowerPoint is required.
- Must possess strong oral and written communication skills.
- Must be able to work independently and in a team environment.
- Must be able to manage multiple projects and prioritize workload.

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