

Job Description

Job Title	Indian Child Welfare Act (ICWA) Attorney (CYFD/PSD #8626)
Job ID	161463
Posting End Date	05/01/2026
Location	Gallup
Full/Part Time	Full-Time
Regular/Temporary	Regular - PERM for State
Agency	Children, Youth & Families Dpt
Job Posting Type	Continuous Job Opening
For more Job Requirements & Classification Description:	Click Here

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Salary

\$39,11 - \$62,58 Hourly

\$81,349 - \$130,159 Annually

This position is a Pay Band C11

Posting Details

We are so pleased that you are interested in making an impact through our work at CYFD! The department thrives on dedicated, empathetic, and talented employees who ensure the well-being of the children and families in New Mexico by keeping them safe and healthy.

THIS JOB POSTING WILL BE USED FOR ONGOING RECRUITMENT AND MAY CLOSE AT ANY TIME. APPLICANT LISTS MAY BE SCREENED MORE THAN ONCE.

APPLICATIONS SUBMITTED WITHOUT WORK EXPERIENCE OR A RESUME WILL NOT BE CONSIDERED. IF ATTACHING A RESUME, RESUME MUST INCLUDE DATES OF EMPLOYMENT FOR EACH JOB (MONTH & YEAR) AND DETAILS OF WORK EXPERIENCE/JOB DUTIES.

Why does the job exist?

Incumbent will provide advanced level professional legal services for protective services cases involving Indian children pursuant to the Indian Child Welfare Act (ICWA) in the context of litigation and providing counsel, interpretation of law, research and legal analysis to PS personnel in the region to which the attorney is assigned. Incumbent is responsible for assisting other Children's Court attorneys in the region to help ensure the agency is meeting the strenuous requirements of ICWA.

How does it get done?

- Prepare ICWA cases, and other cases as assigned, for trial and provide quality representation for agency at trials, hearings, and mandatory meetings. (35%)
- Secure Termination of Parental Rights (TPR) on cases where child's plan is adoption and permanent guardianship in accordance with plan. (25%);
- File and prosecute abuse/neglect and FINCOS actions in accordance with time f Rules, policy and procedure, ASFA (Adoption and Safe Families Act) and ICWA. (25%);
- Maintain and improve professional relationships with the court, guardians ad Litem, attorneys for youth, respondents' attorneys, Court Appointed Special Advocates, Citizen Review Boards, case workers, tribal representatives and work to improve the system. (15%).

Ideal Candidate

Preference will be given to applicants with experience working with Native American populations and with knowledge of the Indian Child Welfare Act.

Minimum Qualification

Juris Doctorate degree from an accredited school of law. Must be licensed as an attorney by the Supreme Court of New Mexico or qualified to apply for limited practice license.

Employment Requirements

All Attorney classifications must be and remain licensed as an attorney, in good standing, by the Supreme Court of New Mexico, or licensed as an attorney and in good standing by the highest court of another state and eligible pursuant to the limited license provisions (See Rules 15-301.1 and 15-301.2 NMRA).

Working Conditions

Work is performed in an office setting: late hours, weekends, on-call and callback work may be required. Will be exposed to regular periods of video display terminal and keyboard usage and stressful situations. Travel is required. Possible exposure to irate clientele. Incumbent will work under stress and frequent time constraints.

Supplemental Information

Benefits:

Do you know what Total Compensation is? [Click here](#)

Agency Contact Information: Kandis Martine, (505) 863-9556, [Email](#)

For information on Statutory Requirements for this position, click the Classification Description link on the job advertisement.

Bargaining Unit Position

This position is not covered by a collective bargaining agreement.

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