



DURAN LAW OFFICE, P.C.

American Indian Law & Tribal Justice Externship

A selective, supervised placement emphasizing excellent research, clear writing, sound judgment, and respect for tribal self-government

Position Summary

This externship offers current law students and exceptional pre-law undergraduates an opportunity to study American Indian law through supervised work connected to tribal government and court practice and court development. The placement combines objective legal analysis, careful drafting, authorized courtroom observation, and exposure to the institutional responsibilities of tribal governments and tribal courts.

Core Learning and Work Areas

- Judicial research and writing: bench memoranda, issue briefs, and research addressing jurisdiction, procedure, sovereign immunity, due process, and related questions.
- Court documents: proposed orders, findings, procedural notices, and other materials prepared for review—not for independent issuance or filing.
- Legal infrastructure: review and revision of ordinances, court rules, policies, procedures, forms, and administrative practices.
- Courtroom learning: observation of authorized tribal hearings, followed when appropriate by supervised discussion of advocacy, procedure, evidence, and judicial reasoning.
- Court development: projects involving administration, case-management practices, public access, funding research, and the continuing development of tribal justice institutions.

Who You Will Work With

Jack Duran Jr., Esq. is the attorney supervisor. He is the owner of Duran Law Office, P.C., an Adjunct Professor of Law, and an experienced tribal jurist. His resume reflects current service as Chief Tribal Judge for the Pechanga Band of Indians, Buena Vista Rancheria of Me-Wuk Indians, and Lovelock Paiute Tribe, along with prior service as Chief Justice and Associate Justice of the Oglala Sioux Tribe Supreme Court. He has also served as tribal general and special counsel, a California Deputy Attorney General, and counsel in federal Indian-law and tribal-jurisdiction matters. Mr. Duran is an affiliate of the Ysleta Del Sur Pueblo (El Paso, Texas) and Ketchikan Indian Community (Ketchikan, AK)

Externs will receive supervised exposure to the practical relationship among tribal sovereignty, court administration, written advocacy, judicial decision-making, and the day-to-day work of serving tribal communities. If externs are able to travel to California there are opportunities to meet tribal officials, tour tribal courts and Class III gaming facilities.

Educational Approach

Assignments will be calibrated to the extern's experience. Feedback will emphasize neutral analysis, identification of controlling and persuasive authority, concise writing, accurate citation, practical recommendations, and sensitivity to the distinct sources of tribal law. The goal is meaningful professional development—not clerical observation alone.

Professional Expectations

- Externs must protect confidential and sensitive information, comply with conflicts screening, and follow all applicable court rules, judicial-ethics requirements, and law-office policies.
- All research and drafting is performed under supervision and is educational in nature. Externs do not provide legal advice or act independently on behalf of any court, tribe, client, or party.
- Hearing observation and access to records depend on court authorization, case status, confidentiality requirements, and whether a proceeding is open.
- Compensation, academic credit, start and end dates, work location, and estimated hours will be determined with the selected applicant and, when applicable, the applicant's school.

Eligibility and Selection

Applicants should demonstrate strong writing, mature judgment, reliability, and a genuine interest in tribal sovereignty, courts, public service, or federal Indian law. Selection and assignment of work are discretionary and may depend on court needs, conflicts, scheduling, and authorization.

How to Apply

Email: duanlaw@yahoo.com

Please include a résumé and a short statement identifying:

- Your school, program, and current year of study;
- Your interest in American Indian law, tribal sovereignty, or tribal justice systems;
- Your anticipated availability and any academic-credit requirements; and
- A brief writing sample, if available.