



CTAS Purpose Area #3 Grantee Training and Technical Assistance (T/TA) Resource List — Tribal Court Clerks, Court Administrators, and Judges

- **Alaska Tribal Justice Resource Center (atjrc.org):**
 - [Tribal Courts](#): This link provides a list of resources that Alaska tribal justice system personnel may find useful. Samples of these codes and many other resources for tribal court development may be found on this website. We have organized tribal court information and links into a number of categories.
 - [Trauma Informed Tribal Justice Benchbook](#): This bench book covers a multitude of topics Tribal Courts and Justice Systems should consider including healing historical trauma, restoring the community, peacemaking, health and well-being, and includes opportunities for collaboration, and bench cards.
 - [Tribal Courts in Alaska: Opportunities for Healing](#): The film presents the application of restorative justice concepts in relation to tribal youth courts. Both panel and circle style hearings are modeled. The people interviewed in this film are extensively involved with tribal court development throughout Alaska. Tribal courts are an invaluable tool for addressing problems affecting Alaska Native people in healing and culturally relevant ways.
 - [Tribal Court Clerks: The Backbone of Tribal Justice Systems](#): This 35-minute training film covers tribal court development from the perspective of the tribal court clerk. It has a wealth of practical information for the roles and duties of clerks. Viewer audiences include clerks, judges, tribal staff, and those who interface with tribal justice systems.
- **American Bar Association (americanbar.org):**
 - [Model Code of Professional Responsibility](#): This publication is a Model Code of Professional Responsibility, consisting of three separate but interrelated parts: Canons, Ethical Considerations, and Disciplinary Rules. The Model Code is designed to be adopted by appropriate agencies both as an inspirational guide to the members of the profession and as a basis for disciplinary action when the conduct of a lawyer falls below the required minimum standards stated in the Disciplinary Rules.



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- [Model Rules of Professional Conduct - Table of Contents](#): This publication discusses rules for lawyers' authority and responsibility as well as enforcement and discipline. The resource also includes podcasts.
- **American Indian Law Clinic (ailc-inc.org):**
 - [Tribal Court Clerk Training Fundamental Court Processes](#): This PowerPoint addresses fundamental processes a tribal court clerk should learn and be aware of.
- **Field of Tribal Courts (fieldoftribalcourts.com):**
 - [Sample Tribal Court Clerk Job Description](#): This draft document is a sample job description for a Tribal Court Clerk.
- **Coeur d'Alene Tribe (cdatribe-nsn.gov):**
 - [Tribal Court Manager/Administrator](#): Job description for Tribal Court Manager/Administrator.
- **National American Indian Court Judges Association (naicja.org):**
 - [2017 NAICJA Conference: Practical Advice for Tribal Court Clerks – National American Indian Court Judges Association](#): A webinar presentation for Tribal Court Clerks.
 - [NAICJA Tribal Court Guide to Judicial Clerkships](#): This Guide is primarily for tribal judges, justices, peacemakers, and other persons charged with resolving Indian country disputes, and for judges in our tribal justice systems who need support or more information on judicial law clerks. Judicial law clerks are different than court clerks because they perform a different set of tasks. There is also a [flipbook version](#) available.
 - [The Relationship Between a Tribal Court Administrator and Tribal Chief Judge – National American Indian Court Judges Association](#): A podcast discussion on the important connection between these two positions and the impact they have on the Tribal Court.
- **National Center for State Courts (ncsc.org):**
 - [Elements of Judicial Excellence](#): This publication is a framework designed to support the professional development of state trial court judges. It is intended as a resource for judges throughout their careers, as well as for court leaders, judicial educators, mentors, and others involved in judicial professional development.



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- [High Performance Court Framework](#): This site provides information that includes a series of flexible steps courts can take to integrate performance improvement into its ongoing operations. Taken together the steps form a functional system or quality cycle that courts can follow in enhancing the quality of the administration of justice.
- [Elements of Judicial Excellence: A Framework to Support the Professional Development of State Trial Court Judges](#): This framework provides new and experienced judges with guidance about the general types of knowledge, skills, abilities, and other characteristics their respected peers view as helpful in pursuit of judicial excellence. It provides information court leaders can use when deciding how to structure judicial education, performance feedback programs, and mentoring programs for judges.
- [Language in the Courts: How to Communicate with Fairness, Dignity, Impartiality, and Accuracy](#): This toolkit will inform courts on what they can do now to make all court users feel safe, seen, and heard in court proceedings. With the multitude of state laws and approaches, it is increasingly important that courts have a unified way to address and discuss these issues.
- [Tiny-Chat-Companion-Plain-Language](#): A tip sheet on use of plain language in court documents, signs, websites, forms, etc. Included are links to other resources on this topic.
- [Navigating Leadership Webinar Series | NCSC](#): This link is to a webinar series on court leadership best practices with court experts from across the country. It includes past, current, and future webinar dates.
- **[National Criminal Justice Training Center \(ncjtc.fvtc.edu\)](#):**
 - [Social Emotional Skill Development | Virtual | Oct 14, 2020](#): This webinar discusses the importance of social emotional skills (SES) among children, youth and adults and the buffering effect of SES on addiction and trauma. Examine strategies to support SES development.
 - [Vicarious Trauma in Tribal Organizations | Virtual | Nov 30, 2020](#): This webinar addresses how tribal programs and leadership can use the OVC Vicarious Trauma Toolkit to create more trauma informed, healthier work environments; a particularly important goal given existing challenges and stress imposed by the global pandemic.



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- [Healing in Action | Virtual | Aug 16, 2022](#): *The webinar addresses how repeated trauma and its impact on emotional intelligence and leadership. The focus will be on practical applications and the importance of creating a climate of physical, emotional, and relational safety.*
- **National Judicial College (judges.org):**
 - [Judicial Education and Training | National Judicial College Courses](#): *Strengthening the Foundation of a Tribal Court: A Self-Study Course for Court Clerks.*
 - [A Tribal Judge's Role in Combating Human Trafficking in Indian Country](#): *This course defines "human trafficking," provides facts about human trafficking in Indian country or involving Native Americans and gives tribal judges information about signs they should look for to assess whether human trafficking is likely occurring. The monograph also provides how tribal judges can effectively respond to suspected human trafficking and provides resources that tribal judges can use to assist human trafficking victims.*
 - [Sample Tribal Code of Judicial Conduct](#): *This is a template to help you create a Code of Judicial Conduct for your tribal court.*
 - [Tribal Criminal Court Clerk's Manual](#): *This court clerk manual focuses on clerk duties related to criminal court cases.*
 - [NTJC Resources - The National Judicial College](#): *A link to multiple resources for Tribal Judges, Court Administrators, and Court Clerks.*
 - [Tribal Court Chief Judge Job Description](#): *Chief Judge Job Description for Ute Indian Tribe in Fort Duchesne, UT.*
- **Native American Bar (nativeamericanbar.org):**
 - [L. Van Schilfgaarde- Indigenizing Professional Responsibility: The Role of Ethics in Tribal Courts](#): *This publication discusses the role of ethics in tribal courts, and the way tribal courts are working to indigenize professional responsibility in them.*
- **Native American Rights Fund (narf.org):**
 - [A guide for tribal court law clerks and judges \(narf.org\)](#): *This is a two-part guide. The first part is for law students and recent law graduates who are interested in clerkships within Indian country as well as for law students who are about to undertake a tribal*



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court clerkship. The second part of this guide is for tribal judges, justices, peacemakers, and other persons charged with responsibility for resolving disputes within a tribal community. It gives suggestions on how best to work with and mentor a law clerk.

- **Orutsararmiut Native Council (Orutsararmiut.org):**
 - [Tribal Court Administrator – Orutsararmiut Native Council](#): Job description for Tribal Court Administrator.
- **Porch Band of Creek Indians (pci-nsn.gov):**
 - [Tribal Court Judge Job Description](#): Job description for Tribal Court Judge.
- **Quileute Tribal Council (quileutenation.org):**
 - [Reno-Sparks Indian Colony Tribal Court Administrator Job Description](#): Job description for Tribal Court Administrator.
- **San Carlos Apache Tribe (scatcourt-nsn.com):**
 - [Court of Appeals Associate Judge](#): Job Description for the San Carlos Apache Tribe Court of Appeals, Associate Judge position.
- **Sitka Tribe of Alaska (sitkatribes.org):**
 - [Tribal Court Administrator Job Description](#): Tribal Court Administrator job description.
- **Tribal Access to Justice Innovation (tribaljustice.org):**
 - [What Should Judicial Officers Know About Domestic Child Sex Trafficking?](#): A tip sheet on tribal court ethics and what tribal judges and tribal leaders need to know.
- **Tribal Law and Policy Institute (tribal-institute.org):**
 - [Tribal Court Personnel Resources](#): Resources tribal court personnel from various sources, includes bench books on various topics such as Criminal Courts, Domestic Violence cases, and Healing to Wellness Courts.



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- **Trinidad Rancheria Tribe (Trinidad-rancheria.org):**
 - [Trinidad Rancheria Chief Judge Job Description](#): *Job description for Tribal Court Chief Judge.*
 - [Tribal Court Administrator Job Description](#): *Job description for Tribal Court Administrator.*

- **Tulalip Tribes (tulaliptribes-nsn.gov):**
 - [Associate Judge Job Description](#): *The job description is for and Associate Judge with the Tulalip Tribal Court.*

- **Turtletalk (turtletalk.blog):**
 - [Tribal Court Administrator - Job Description](#): *This is a link to the Intertribal Court of Southern California's job description for Tribal Court Administrator.*

 - [Bear River Band of the Rohnerville Rancheria RFP](#): *Judicial Services Chief Judge: Bear River requests the Chief Judge to provide judicial services for the Bear River Band of the Rohnerville Rancheria and all Bear River sovereign territory, including but not limited to Tish Non Village, Rohnerville Rancheria, and Bear River Drive.*

- **Yavapai Apache Nation (Yavapai-apache.org):**
 - [Yavapai Apache Nation Tribal Court Chief Judge Job Description](#): *This job announcement is for a Chief Judge Position at the Yavapai-Apache Nation Tribal Court.*

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