



The House of Delegates Eleventh Olbiil Era Kelulau (PALAU NATIONAL CONGRESS)

POSITION AND SALARY:

**HOUSE LEGAL COUNSEL, 2-Year Contract
\$62,000 in compensation (\$50,000 Annual Salary,
plus \$1,000/month Housing Allowance)**

LOCATION:

**House of Delegates, Eleventh Olbiil Era Kelulau
Ngerulmud and Koror, Republic of Palau 96940**

The House of Delegates seeks an attorney to join its Office of Legal Counsel (OLC). The House is one of the two chambers in the bicameral Palau National Congress and is comprised of sixteen Delegates, one from each state of Palau. The OLC is a small office that is the drafting, legal, and research office for the House, and is expected to provide services in a confidential and nonpartisan manner to all sixteen Delegates. Each attorney in the OLC shares the responsibilities for providing all services to the Delegates and is expected to directly interact with Delegates and other Palauan leadership and, thereby, gains first-hand experience working to advance the national public policy in a developing nation. Attorneys also have various opportunities to interact with international organizations, NGOs, and development banks.

Palau is a common law jurisdiction that has a form of government based on the United States. However, the governance of Palau also integrates Palauan traditional and customary law into the legal system, along with statutes and treaties that apply the legal principles of the United States and international customary law. Palauan and English are the official languages. Legal work is conducted in English.

DUTIES AND RESPONSIBILITIES: A staff attorney in the OLC is expected to provide professional services that include:

- drafting bills, resolutions, committee reports, speeches, letters, and other documents, as requested;
- performing legal research and issuing legal opinions;
- reviewing international treaties and conventions, executive orders, and administrative rules and regulations;
- analyzing proposed legislation for constitutionality and proper legal form;
- advising Delegates on legislative procedure;
- attending meetings, as requested, with international organizations and national and state government agencies; and
- representing the House of Delegates in any litigation filed by or involving the House of Delegates.

QUALIFICATIONS: Active membership in a state bar association in the United States or the Palau Bar Association is required. Equivalent qualifications from other jurisdictions will be considered. In addition, a successful candidate will possess strong interpersonal and analytical skills; excellent writing skills, including an eye for details; and a pleasant sense of humor with the ability to adapt to challenges. Previous legislative experience and experience abroad is preferred, but all applicants who have the necessary skills and abilities are encouraged to apply.

REMUNERATION: The initial position appointment will be for a contractual term of two years, with an option to extend based on performance and the desire and agreement of both parties. A total of \$62,000 in compensation is offered. The basic salary is \$50,000 per annum, plus \$1,000 per month for a housing allowance. In addition, the House will provide for travel expenses and shipping of personal items, paid vacation, and other benefits as provided in the contract, which will be discussed during the interview process. Under current U.S. Department of Education policy, this position counts towards Public Interest Loan Forgiveness.

START DATE: The candidate would ideally start not later than Oct. 23, 2023.

Please send cover letter and resume by e-mail to:

PalauNationalCongressHiring@gmail.com
Office of the Legal Counsel, House of Delegates
PO Box 8
Koror, Republic of Palau 96940