

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**

**Office of the Attorney General**



**Vacancy Announcement: 15-017**

**DEPUTY ATTORNEY GENERAL**

**Public Safety Division**

**Salary range: LX-2 \$109,269 - \$148,526\***

The Office of the Attorney General for the District of Columbia is seeking candidates for the position of Deputy Attorney General in the Public Safety Division. Together, the Deputy Attorney General and the Assistant Deputy Attorney General for the Public Safety Division oversee the management and operations of a Division comprised of approximately 50 attorneys and 10 paraprofessional staff in three litigating Sections. The three Section Chiefs and 4 Assistant Section Chiefs manage the day-to-day operations of their respective units, but report to the Deputy Attorney General and the Assistant Deputy Attorney General. The Deputy Attorney General also directly supervises the Assistant Deputy Attorney General.

The Juvenile Section is responsible for almost all juvenile delinquency prosecutions in the District of Columbia. The Criminal Section prosecutes adults who commit certain types of misdemeanor offenses within the District of Columbia including, impaired driving, firearms, traffic, and quality of life, as well as tax and welfare fraud. The Neighborhood & Victim Services (NVS) Section attorneys bring civil actions against nuisance property owners throughout the city. The Victim Witness Assistance Unit (VWAU), which is also housed in the NVS Section, provides support and assistance to victims and witnesses in cases prosecuted by OAG.

The Deputy assists in the supervision of all work conducted throughout the Division, (1) assisting in the direct supervision of the three Section Chiefs; and the Division's Senior Assistant Attorney General, and one support staff personnel; (2) assisting the Section Chiefs as needed in the day-to-day operations of their respective units; (3) establishing policies and procedures for the Division, as well as advising the Attorney General and other senior government officials regarding public safety, law enforcement and related issues; (4) serving as a backup supervisor for the Division's attorneys in the absence of any Section Chief or Assistant Section Chief; (5) responding to press inquiries upon request of the PIO; (6) providing training and other support for the Section Chiefs, attorneys and paraprofessional staff; (7) reviewing and evaluating major cases and making plea or settlement recommendations or authorizing pleas or settlements; (8) drafting legislation and testimony regarding pending legislation; (9) negotiating and drafting memoranda of understanding with other District agencies; (10) preparing reports; (11) meeting with and advising high-level government officials, including members of the DC Council and their staff; (12) serving as part of OAG's senior management team on various agency-wide issues, including participation in agency committees; (13) preparing performance evaluations; (14) performing liaison functions with the D.C. Superior Court, the United States Attorney's Office for the District of Columbia, the Mayor's Office, the Metropolitan Police Department, and a host of other agencies with whom Division attorneys routinely interact; and (15) dealing with personnel-related issues.

The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If you are not a member of the District of Columbia Bar, you must be sworn into the District of Columbia Bar within 360 days of your initial hire as an attorney with the bar.

The successful candidate must also have supervisory experience, strong interpersonal skills, and effective oral and written communication skills. In addition, the candidate must possess strong managerial and organization skills, substantive knowledge of some or all of the practice areas in the Division and litigation experience. The ideal candidate should also have a working knowledge of the operations of the District government and the ability to manage in a fast-paced litigation-oriented environment.

The position is an at-will appointment by the Attorney General of the District of Columbia. The position is in the Senior Executive Attorney Service (SEAS), with compensation set by the Attorney General on the LX-2 pay scale using a multitude of factors, including prior managerial experience. The selected candidate is required to be a resident of the District of Columbia within 180 days of appointment and remain a District resident during the tenure of the appointment. This position is outside the Collective Bargaining Unit. Candidates for the position will also be subject to a background check.

All applicants should submit a completed DC Form 2000, resume, writing sample, list of three references, certificate of good standing, and cover letter, which specifically addresses the applicant's experience in those areas listed in the qualification criteria. Applications should be submitted to Kim McDaniel, Director of EEO, Recruitment and Hiring, Office of the Attorney General for the District of Columbia, 441 Fourth Street, N.W., Suite 1100 South, Washington, D.C. 20001. **Closing Date: Monday, April 6, 2015.**

Please reference vacancy announcement number in your cover letter.

**\* Salary in this range will be based on applicable rules, regulations and guidelines.**

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#### NOTICE OF NON-DISCRIMINATION

In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code § 2-1401.01 et seq., the District of Columbia does not discriminate on the basis of actual or perceived: race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity or expression, familial status, family responsibilities, genetic information, matriculation, political affiliation, disability, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the act. Discrimination in violation of the Act will not be tolerated. Violators will be subjected to disciplinary action.