

GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF THE ATTORNEY GENERAL



POSITION VACANCY ANNOUNCEMENT

AMENDED

This announcement has been amended to extend the closing date.

ANNOUNCEMENT NO: #17-005	POSITION TITLE: Deputy Attorney General (Public Advocacy Division)
POSITION GRADE & SERIES: LX-02	SALARY RANGE: \$135,000 – \$160,000 Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.
OPENING DATE: October 24, 2016	CLOSING DATE: November 30, 2016
DURATION OF APPOINTMENT: At-Will Senior Executive Attorney Service	AREA OF CONSIDERATION: Open to the Public
WORKSITE LOCATION: Office of the Attorney General for the District of Columbia 441 4 th Street NW Washington, DC 20001	NO. OF VACANCIES: One (1)

This position is outside of the collective bargaining unit.

DESCRIPTION OF DUTIES: The Office of the Attorney General for the District of Columbia (OAG) is seeking candidates for the position of Deputy Attorney General for Public Advocacy. The Deputy is the lead attorney in the Public Advocacy Division. This is a new Division within OAG intended to focus and elevate the Office's affirmative public interest civil litigation practice. Because the Division is new, the Deputy will be responsible for helping to shape the Division and the nature of its work. Specific duties include managing the Housing and Community Justice Section (formerly the Neighborhood and Victim Services Section within the Public Safety Division), led by the Section's Chief. That Section works with community groups, tenant organizations, and District government agencies to address nuisance properties, litigates cases essential to protecting affordable housing and tenants' rights, and may expand to litigating cases to protect residents from other abuses such as wage theft.

The Deputy is also responsible for directly managing the work of attorneys litigating in an array of public integrity arenas, including false claims, Medicaid fraud, antitrust, nonprofit organization abuses, and tuition fraud (formerly housed within the Public Integrity Unit of the Public Interest Division). The Deputy is expected

to create common policies and exploit synergies between various buckets of affirmative litigation already practiced, as well as to expand upon the work already done by these attorneys in a manner that serves the public interest. The Deputy works closely with the Attorney General and the Chief Deputy Attorney General in the planning, coordination and management of the OAG, including developing and implementing the vision for the Office's affirmative civil litigation work.

The responsibilities of the Deputy for Public Advocacy include, but are not limited to:

- Establishing the Division, its policies, practices, and procedures, including:
 - Consulting with the Chief Deputy Attorney General in the formulation of the Division's legal and policy objectives;
 - Incorporating best practices from the affirmative litigation groups of other state attorney general offices;
 - Developing practices that encourage testing novel legal strategies or categories of cases that seek to promote the public interest; and
 - Developing policies, including internal procedures as well as potential regulation or legislation, to strengthen existing protections for District residents.

- Managing the litigation work of the Division, including:
 - Establishing litigation priorities;
 - Supervising the litigation practice of the Division, including all aspects of civil and criminal actions, investigations, negotiations, and resolutions. This includes personally managing the day to day activities of the public integrity attorneys, as well as supervising the Chief of the Housing and Community Justice Section in his or her management of the attorneys in that Section. The Deputy may also personally handle some litigation;
 - Reviewing pleadings, motions, memoranda, and correspondence;
 - Reviewing litigation outcomes to determine when appellate review may be needed; and
 - Generating monthly case reports and other evaluative tools to the Attorney General and the Chief Deputy Attorney General.

- Managing the operations of the Division, including:
 - Preparing annual budget requests and performing ongoing programmatic monitoring and reporting;
 - Managing personnel, including support staff, in a manner that encourages professional development, employee satisfaction, and quality outcomes; and
 - Otherwise managing the operation of the Division in compliance with OAG policies and procedures to ensure timely delivery of legal services on a daily and long-range basis.

- Other duties associated with leading the Division, including:
 - Advising the Attorney General on legal issues within the Public Advocacy arena;
 - Fielding complaints from the public;
 - Handling public speaking requests, press, and media inquiries;
 - Participating in relevant work groups or OAG special projects, continuing legal education, and other opportunities to expand or inform the Division's work;
 - Coordinating with other OAG Divisions on joint enforcement or other opportunities; and

- Liaising, as needed, with members of the District of Columbia Council, members of the Executive, and other District officials on matters pertaining to the work of the Division.

The position is an at-will appointment by the Attorney General of the District of Columbia and is in the Senior Executive Attorney Service (SEAS). Compensation is set by the Attorney General on the LX-2 pay band using a multitude of factors, including prior managerial experience. The selected candidate is required to become a resident of the District of Columbia within 180 days of appointment and remain a District resident during the tenure of the appointment.

QUALIFICATIONS: The candidate must have at least 8 years of civil litigation experience, preferably in affirmative or otherwise public interest litigation, excellent oral and writing skills, and significant experience supervising legal work, including the day-to-day activities of attorneys and support staff. The candidate should have a creative orientation toward the law and bring innovative thinking to the ways in which OAG can expand its work to meet the needs of District residents.

ELIGIBILITY: **The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction.** If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.

OTHER INFORMATION: **The selected candidate will be subject to a background investigation including reference checks.**

HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love (202-724-7716), Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.

EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.

VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.

DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her

immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.

EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.

NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 *et. seq.*, (Act) 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, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also 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 subject to disciplinary action.

**OFFICIAL JOB OFFERS ARE TO BE MADE ONLY BY THE HUMAN RESOURCES SECTION OF
THE OFFICE OF THE ATTORNEY GENERAL**