

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF THE ATTORNEY GENERAL**



POSITION VACANCY ANNOUNCEMENT

ANNOUNCEMENT NO: #17-008	POSITION TITLE: TRIAL ATTORNEY (Child Support Services)
POSITION GRADE & SERIES: LS-12/1 to 13/5	SALARY RANGE: \$79,810 – \$107,567 Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.
OPENING DATE: November 2, 2016	CLOSING DATE: November 16, 2016
DURATION OF APPOINTMENT: Permanent	AREA OF CONSIDERATION: Open to the Public
WORKSITE LOCATION: Office of the Attorney General for the District of Columbia Legal Services Section Child Support Services Division 441 4 th Street NW Washington, DC 20001	NO. OF VACANCIES: One (1)

This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.

DESCRIPTION OF DUTIES: The Legal Services Section of the Child Support Services Division (CSSD) in the Office of the Attorney General for the District of Columbia is seeking a trial attorney. CSSD administers the District's child support services program that includes locating non-custodial parents, establishing legal paternity, establishing support orders, enforcing legal support obligations including medical support, and modifying support orders. The Division is also responsible for the State Disbursement Unit that processes all child support payment collections and disbursements.

The incumbent will represent the District and custodial parents in all aspects of Child Support litigation, from initial entry of a support order to modification of the order to civil and criminal contempt enforcement. The attorneys are typically in court 4-5 days a week, negotiating consent orders with the parents or conducting contested hearings. The incumbent will be assigned to a court litigation team and try cases. The legal work is high volume and fast paced.

QUALIFICATIONS: The ideal candidate must have experience handling a large volume of cases. The candidate should also be committed to working on behalf of children and have a demonstrated commitment to trial work in the public sector. Prior trial experience and fluency in Spanish is highly desirable, but not necessary.

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**