

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of the Attorney General

Director, Office of Consumer Protection
LX-1, Salary range: \$98,319 to \$150,349
Vacancy # OAG-15-029

The Director of the Office of Consumer Protection is the lead lawyer responsible for planning, directing, and managing the legal and administrative functions of the Office of the Attorney General's Consumer Protection Program. The Director represents the Attorney General before judicial tribunals, supervises attorneys who appear before tribunals, and advises the Attorney General on issues impacting the District of Columbia and citizens of the District of Columbia. The Director directly manages personnel and employee utilization, as well as complex litigation, including local and national civil enforcement of cases, prosecutions, negotiations and litigation.

As a member of the executive management team, the Director consults with the Chief Deputy Attorney General and the Attorney General in the development and formulation of legal policy, litigation strategy and program objectives. The Director develops policies and procedures to strengthen existing District of Columbia consumer protection laws. The Director oversees the investigating of citizen complaints and also engages the public on consumer education through town hall meetings and media.

Subject to the approval of the Attorney General and the Chief Deputy, the Director prepares, reviews and finalizes all legal policy; applies law and policy to create novel, technical and confidential strategies; and works with federal, state, and/or local officials or other stakeholders to negotiate solutions. The Director prepares all litigation matters and engages in settlement discussion after consultation with the Attorney General. The Director prepares and/or reviews letters, memoranda, pleadings and other documents as required in connection with his/her legal representation.

The successful candidate must have substantive knowledge of relevant laws, policies and practices relating to consumer protection, prior litigation experience, and strong writing and research skills. The candidate must also have strong management and organization skills and possess the ability to multi-task in a fast paced environment. The candidate must have strong interpersonal skills and the ability to build and maintain working relationships with stakeholders at all levels including, law enforcement, legislators, state and federal agencies and agency staff.

The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If the successful candidate is not a member of the District of Columbia Bar, he/she must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment. Applicants must have at least 7 years of relevant legal experience,

preferably in the area of consumer protection, and one year of experience practicing law at the LA-14 level or the equivalent.

Interested applicants must submit a cover letter which addresses the applicant's suitability for this position, resume, writing sample, and a list of 3 references to oag.recruitmentattorney@dc.gov, or mail 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 1060 North, Washington, D.C. 20001. Closing Date: August 14, 2015.

Compensation within the stated range is set by the Attorney General on the supervisory attorney LX-1 pay band after application of a multitude of criteria, including prior managerial experience. This position is outside the Collective Bargaining Unit. Candidates for the position will also be subject to a background check.

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.