

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of the Attorney General for the District of Columbia



ATTORNEY ADVISOR

Office of the State Superintendent of Education (OSSE)

Office of the General Counsel

Vacancy Announcement #OAG-13-074

*Salary range: 13/14 \$84,029-102,605

This position is located in the Government of the District of Columbia, Office of the Attorney General, working for the Office of the State Superintendent of Education (OSSE), in the Office of the General Counsel. OSSE is the State Education Agency (SEA) for the District of Columbia, representing the District of Columbia in all matters before the US Department of Education. As the SEA for the District of Columbia, OSSE is charged with a broad spectrum of responsibilities under both federal and local law ranging from pre-k, to secondary education and post-secondary education. OSSE attorneys address state level issues such as federal and local grants and contracts, specialized education; state athletics; student transportation; charter school finance and enforcement actions. The agency establishes state level policies, and is responsible for licensing child development facilities as well as postsecondary institutions located in the District of Columbia. The agency provides administrative and legal support to the Education Licensure Commission and works closely with the State Board of Education.

In supporting OSSE, an attorney in the Office of the General Counsel will research and advise on complex, critical and sensitive legal issues interpreting federal and District case law. An attorney in OSSE OGC, must be detail oriented, and will assist OSSE's development of rules, regulations and policies, as well as legislative proposals. In addition, attorneys often represent OSSE in administrative enforcement and defense litigation matters, conducted before the District's Office of Administrative Hearings, and Office of Employee Appeals. OSSE OGC attorneys work on document production; and assist OAG in the defense of the agency in federal as well as District courts. An attorney in this office will be required to handle urgent, sensitive and confidential matters. He/she must enjoy complex issues requiring extensive research and drafting memoranda on a quick turnaround basis.

The successful candidate for this position must be barred in the District of Columbia or eligible to waive into the D.C. Bar within 180 days of the date of appointment. The candidate must have expert knowledge of administrative law, and experience in litigation, experience and knowledge in the area of education law preferred; candidate must have excellent writing and research skills and the ability to multitask under tight deadlines.

This position is a 13-month term appointment, subject to agency renewal. The position is within the Collective Bargaining Unit. Candidates for the position shall be subject to a background check. The position shall remain open until filled. Screening of applications will begin on September 24, 2013.

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