



STATE OF NEVADA, OFFICE OF THE ATTORNEY GENERAL¹
DEPUTY ATTORNEY GENERAL,
PUBLIC SAFETY DIVISION: NV DEPT. CORRECTIONS (NDOC)

Salary Range: Up to \$135,201.00 Employee/Employer Paid or \$115,804.00 Employer Paid (DOE)

Duty Station: Carson City or Las Vegas, with occasional travel, including out-of-state. **Carson City is Strongly Preferred Location.**

Position Status: Exempt (FLSA); unclassified position entitled to standard state benefits; serves at the will of the Attorney General. Employment contingent upon successful background check.

Position Summary: This attorney position represents the Nevada Department of Corrections and its former and current employees in proceedings in federal and state courts. Primary duties include drafting legal briefs, legal research, and presenting oral arguments in federal and state trial courts. This position will also assist with providing day-to-day legal advice to the Nevada Department of Corrections, and work with the Department to approve contracts and to ensure public records compliance.

Minimum Education And Background: Graduation from accredited law school and licensed in Nevada or eligible for limited practice certification. Must possess a valid state driver's license at the time of appointment.

Preferred Experience: Preference to those with recent litigation and/or government service experience. Working knowledge of rules of civil and appellate procedure, evidence, and local court rules preferred.

Skills Required: Must possess strong written and verbal communication, planning, prioritizing, and executing timelines without supervision. Must exhibit professionalism, organization, self-motivation, punctuality, and leadership skills.

Physical Demands: Mobility to work in typical office setting, use standard office equipment, and travel. Ability to read printed materials and computer screen; to hear and speak to communicate in person and virtually and over the telephone; to speak in clear and understandable manner. Reasonable accommodation available for some physical demands for otherwise qualified individuals upon request.

Benefits of Position Include:

- Work largely independently once trained
- 2 years to pass Nevada bar if barred in another state
- Student loan forgiveness after 10 years of public service
- Compressed work schedule option
- Work-life balance
- Public service/community involvement
- Retirement accrual after vesting
- Paid vacation and sick leave
- Medical/dental/life insurance
- Significant trial and court appearances

This announcement lists the major duties and requirements of the job and is not all-inclusive. A successful applicant is expected to develop job-specific skills and perform additional job-related duties as assigned.

Send cover letter, resume, references, and a writing sample to Chief D. Randall Gilmer at dgilmer@ag.nv.gov and Supervising Legal Secretary Diane Resch at dresch@ag.nv.gov.

¹ The State of Nevada is an equal opportunity employer dedicated to building diverse, inclusive, and innovative work environments with employees who reflect our communities and enthusiastically serve them. All applicants are considered without regard to race, color, national origin, religion or belief, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, domestic partnership, genetic information (GINA), or compensation and/or wages.