



**STATE OF NEVADA, OFFICE OF THE ATTORNEY GENERAL<sup>1</sup>**  
**DEPUTY ATTORNEY GENERAL, POST-CONVICTION DIVISION**

**Gross Salary:** Up to \$121,803.00 Employee/Employer Paid or \$104,328.00 Employer Paid (DOE)

**Duty Station:** Las Vegas with occasional travel, including out-of-state.

**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 State of Nevada in post-conviction proceedings in federal and state court. Primary duties include drafting legal briefs, conducting legal research, and presenting oral arguments in federal and state trial and appellate courts.

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

**Preferred Experience:** Preference to those with current or recent experience in reviewing a case and drafting appellate briefs and presenting oral arguments. A working knowledge of federal and state criminal/habeas statutes, rules of evidence, local court rules and appellate procedure is a plus.

**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:**

- Dedicated mentor to assist with federal and state habeas training
- Once assigned a case, follow that case to completion
- Oral arguments in federal and state court, including Ninth Circuit Court of Appeals
- Work largely independently once trained
- 2 years to pass Nevada bar if barred in another state
- Cost of Living Increase; July 2024
- Student loan forgiveness after 10 years of public service
- Teleworking capability
- Compressed work schedule option
- Work-life balance
- Public service/community involvement
- Retirement accrual after vesting
- Paid vacation, sick and family leave
- Medical/dental/life insurance

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 Heather Procter at [hprocter@ag.nv.gov](mailto:hprocter@ag.nv.gov).

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<sup>1</sup> The State of Nevada is committed to Equal Employment Opportunity/Affirmative Action in recruitment of its employees and does not discriminate on the basis of race, color, national origin, religion or belief, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, domestic partnership, genetic information.