



STATE OF NEVADA, OFFICE OF THE ATTORNEY GENERAL¹

SENIOR DEPUTY ATTORNEY GENERAL, PUBLIC SAFETY DIVISION: NV DEPT. CORRECTIONS (NDOC)

Salary Range: Up to \$151,108.00 Employee/Employer Paid or \$129,429.00 Employer Paid (DOE)

Duty Station: Carson City, 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 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. The position will also be responsible for assisting the Chief Deputy Attorney General of the Public Safety Division with the day-to-day administration of the Deputy Attorneys General assigned to the Division.

Minimum Education And Background: Graduation from accredited law school and licensed in Nevada or eligible for limited practice certification. Minimum of three (3) years as a licensed attorney. Valid state driver's license required.

Preferred Experience: Preference to those with current or recent experience in reviewing civil cases, drafting briefs and presenting oral arguments. A working knowledge of federal and state constitutional laws, rules of evidence and local court rules and procedure is a plus. Trial and civil rights litigation experience 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
- Supervisory and Leadership opportunities

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.