

## OFFICE OF THE ATTORNEY GENERAL 200 St. Paul Place Baltimore, Maryland 21202 www.oag.state.md.us

## JOB ANNOUNCEMENT Assistant Attorney General Department of Human Resources

Posting Date: December 21, 2015

Closing Date: January 11, 2016

**Job Title:** Assistant Attorney General

**Position Type:** Regular Full Time

Location: Department of Human Resources, 311 W. Saratoga St., Baltimore, Maryland

**Description:** The Office of the Attorney General is seeking applicants for an Assistant Attorney General to represent the Department of Human Resources (DHR).

This position provides legal advice and counsel to the Family Investment Administration (FIA) its executive staff, the local departments of social services, and local department attorneys; assists the FIA in developing and implementing statewide policies; drafts and reviews agency regulations, contracts, cooperative reimbursement agreements and policies for legal sufficiency; and participates in statewide workgroups, training, and special projects. This position also represents the FIA in the Maryland appellate, circuit and district courts, and the U.S. District Court, and performs additional duties as assigned on behalf of other units within DHR.

**Experience:** The ideal candidate will have at least five years experience as a practicing attorney with excellent writing and communication skills and must be a member of the Maryland Bar.

**Submission:** Interested persons should submit their resumes by electronic mail to David Beller, <u>david.beller@maryland.gov</u> by the close of business on Monday, January 11, 2016. Applicants who are invited for an interview may also be asked for a writing sample. Please write "AAG, DHR, Family Investment Administration" in the subject line.

The Maryland Office of the Attorney General is an equal opportunity employer, committed to diversity in the workplace.