



STATE OF NEVADA
OFFICE OF THE ATTORNEY GENERAL
100 North Carson Street
Carson City, Nevada 89701

ADAM PAUL LAXALT
Attorney General

WESLEY K. DUNCAN
Assistant Attorney General

NICHOLAS A. TRUTANICH
Chief of Staff

January 14, 2015

Unclassified Position Announcement

CRIMINAL DIVISION

POSITION TITLE: Deputy Attorney General – “Grant Funded Position”

GROSS SALARY: Salary starts at the following, commensurate with experience:
Employee/Employer Paid = \$71,639.28
Employer Paid = \$63,468.10

PRIMARY DUTY STATION: Pahrump, Nevada

POSITION STATUS: Exempt (FLSA); serves at the will of the Attorney General. Employment with the Attorney General’s office is contingent upon completion of NCIC/NCJIS, and a fingerprint criminal history check.

POSITION SUMMARY: This is a **grant-funded** position through June 30, 2016, providing prosecutorial services to Nye, Esmeralda and Mineral Counties (Tri-County West region). The position will be cross-deputized as a deputy district attorney to prosecute cases on the local level under the guidance of the local District Attorneys of the Tri-County West jurisdictions. The focus of the prosecution will be in the area of crimes against women and children, including domestic violence, sexual assault, stalking and dating violence. The project will follow national best practices as identified by the granting agency, Office on Violence Against Women, Department of Justice. The Deputy Attorney General will work closely with the offices of each county District Attorney, local law enforcement and community advocacy and services agencies to enhance victim safety and perpetrator accountability, and will work closely with AG grant staff to ensure federal grant compliance. This position will also be responsible for training law enforcement officers specifically and actively participating in regional multi-disciplinary teams and general trainings in the Tri-County West region. Provided training will focus on implementing best practices to improve prosecution outcomes such as evidence-based case building, working with advocates and furthering

coordinated community responses for the purpose of developing a greater understanding among professionals within and outside of the criminal justice system.

POSITION CHARACTERISTICS: The person chosen for the position will have excellent legal research and writing skills, fully developed public speaking ability, and knowledge of State and Federal court procedures. He/she will also have excellent communication and time management skills, and good interpersonal skills.

QUALIFICATIONS

KNOWLEDGE REQUIRED: This position requires knowledge of criminal law; powers and duties of the State Attorney General; legislative process; State and Federal criminal and appellate procedure and rules of evidence; computer applications, particularly as related to the performance of legal research; and rules of ethics in the practice of law.

SKILLS REQUIRED: Applicants must possess skill in effective written and verbal communication; presentation of judicial cases; effective appellate advocacy; ability to train law enforcement professionals; analysis of complex legal problems, and proper application of legal principles to resolve problems. Applicants must be highly professional, well organized, self-motivated, and punctual. Ability to regularly perform lengthy rural driving trips is required.

PHYSICAL DEMANDS: This position requires mobility to work in a typical office setting using standard office equipment and to travel to courts throughout the Tri-County West Region. It also requires vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. The applicant must be able to speak in a clear and understandable manner, and to hear and respond to questions posed. Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

EDUCATION AND EXPERIENCE: Applicants must possess a certificate of admission to the Bar of the State of Nevada and be eligible to practice law before the Courts of the State of Nevada and the Federal, District and Appellate Courts.

This position announcement lists the major duties and requirements of the job and is not all-inclusive. The incumbent may be expected to perform additional job-related duties and may be required to have or develop additional specific job-related knowledge and skills.

Interested applicants should submit their resume, cover letter, writing sample via e-mail, fax or hand delivery no later than close of business **February 13, 2015** to:

Gloria Navarro
Chief Personnel Manager
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