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STATE OF NEVADA
OFFICE OF THE ATTORNEY GENERAL

555 E. Washington Ave. Suite 3900
Las Vegas, Nevada 89101

December 13, 2023

***Unclassified Position Announcement
Open Competitive***

Gaming Division

POSITION TITLE: Deputy Attorney General

GROSS SALARY: \$91,224.72 - \$121,803.00 (Employer/Employee Paid)
\$78,132.96 - \$104,328.00 (Employer Paid)

DUTY STATION AND HOURS: The position will likely be filled in Las Vegas but may be filled in Reno or Carson City depending on the quality of the applicants. The hours will generally be Monday through Friday, 8:00 a.m. to 5:00 p.m., although early morning, evening, and weekend hours may be required. There may also be travel and overnight stay required for conferences, working groups, discovery, hearings, trial preparation, and trials outside the duty station.

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

POSITION SUMMARY: This position is a Deputy Attorney General in the Gaming Division of the Nevada Attorney General's Office, under the direct supervision of the division's Chief Deputy Attorney General and the First Assistant Attorney General. Primary responsibilities include providing legal services, day-to-day advice, and representation to the Nevada Gaming Control Board and the Nevada Gaming Commission (refer to NRS Chapter 462 to 466, with special attention to NRS Chapter 463).

Please be aware that all DAGs in the Gaming Division must agree to the following conditions:

- (1) DAG cannot participate in any gaming activity conducted by a Nevada gaming licensee;

- (2) DAG cannot own any public or private stock issued by a Nevada gaming licensee;
- (3) DAG cannot accept any complimentary product or service from a Nevada gaming licensee; and
- (4) DAG's spouse/significant other should not be employed by a Nevada gaming licensee.

POSITION CHARACTERISTICS: This position involves a combination of administrative, regulatory, and litigation-related tasks. Strong writing and public speaking skills are crucial. Applicants with litigation experience are preferred. This position requires an ability to interpret and analyze a variety of statutes and regulations and apply those statutes in both regulatory and litigation settings. Candidates are expected to perform with a high degree of skill, responsibility, and self-motivation; possess superior legal research, writing, and advocacy skills, and have knowledge of administrative, State, and federal court procedures. Previous gaming experience is not required.

EXAMPLES OF DUTIES: This position will be responsible for maintaining an active caseload and client assignment. Duties will include conducting legal research and analysis; drafting statutory and regulatory language, handling Open Meeting Law issues; providing advice regarding the Gaming Control Act; acting as counsel at public meetings for or appearing before the Nevada Gaming Control Board and Nevada Gaming Commission; preparing cases for administrative hearings; contract review; and drafting pleadings and preparing cases for appearances before State and Federal courts. Duties may also include some appellate work, such as drafting writs and briefing cases on appeal to the trial courts and providing legal advice to state clients.

MINIMUM EDUCATION AND BACKGROUND: Candidates must have graduated from an accredited law school and be admitted to the State Bar of Nevada. Candidates should have a minimum of three years as a licensed and practicing attorney with some litigation experience. Candidates should have a working knowledge of Nevada statutes, rules of evidence, local court rules, and appellate procedure.

KNOWLEDGE REQUIRED: This position requires knowledge of computer word processing applications, particularly as related to the performance of legal research and writing and use of Westlaw and Word applications. This position further requires knowledge of the rules and canons of ethics applicable to the practice of law.

SKILLS REQUIRED: Candidates must possess skill in effective legal writing and oral communication, negotiation skills, effective hearing, trial and appellate advocacy, and presentation of legal and evidentiary matters, superior analytical

ability regarding complex legal issues relating to administrative law, constitutional law, federal and state statutory law, federal and state common law, and skill in the analysis of these laws in establishing strategies in litigating disputes arising under them. Candidates must be highly professional, well-organized, self-motivated, and punctual.

PHYSICAL DEMANDS: This position requires the requisite mobility to work in a typical office setting and to use standard office equipment. This position requires a working knowledge of Westlaw, Microsoft Word, and typing skills sufficient for independent document production. This position requires travel to client offices, facilities, institutions, and the federal and state courts in various parts of Nevada and the nation. This position also requires vision capable of reading extensive printed materials and material on a standard size computer screen, and unimpaired hearing and speech sufficient to clearly and effectively communicate in person and telephonically from various venues and locations. Candidates must be able to speak in a clear and understandable manner, and to hear and respond to questions posed.

This Position Announcement lists the major duties and requirements of the position and is not all-inclusive. The successful applicant 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 a cover letter including (where you heard about the position), writing sample, and a list of 3 professional references to:

Angelica Collazo, Legal Secretary II
555 East Washington Avenue, Suite 3900 Las Vegas, Nevada 89101
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Email: acollazo@ag.nv.gov

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 (GINA), or compensation and/or wages.