



STEFANIE HUMPHREY
Chair

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Vice-Chair

State of Nevada
COMMISSION ON JUDICIAL DISCIPLINE
P.O. Box 18123
Reno, Nevada 89511
Telephone (775) 687-4017 • Fax (775) 448-9704
Website: <https://judicial.nv.gov>

PAUL C. DEYHLE
*General Counsel and
Executive Director*

POSITION ANNOUNCEMENT

SENIOR ASSOCIATE GENERAL COUNSEL

This position is a **NON-CLASSIFIED**, at-will, full-time attorney position within the judicial branch of state government. This position serves at the pleasure of the General Counsel and Executive Director of the Nevada Commission on Judicial Discipline (the "Commission") and Executive Director of the Standing Committee on Judicial Ethics (the "Standing Committee").

AGENCY RESPONSIBILITIES:

The Commission was created by a constitutional amendment on November 2, 1976, to investigate allegations of judicial misconduct in office, violations of the Revised Nevada Code of Judicial Conduct, and disability of judges. The Commission is composed of seven (7) members: two judges appointed by the Nevada Supreme Court, two (2) attorneys appointed by the Board of Governors of the State Bar of Nevada; and three (3) lay persons appointed by the Governor of the State of Nevada. Its staff consists of a full-time General Counsel/Executive Director, two (2) Senior Associate General Counsel ("SAGC"), a Deputy Director/Administrative Services Officer, and two (2) Management Analysts.

POSITION LOCATION:

Reno, Nevada. This is a combination in-person/telework position.

APPROXIMATE ANNUAL SALARY:

The salary range for the employee/employer-paid retirement option is \$100,099 - \$151,422, and the employer-paid retirement option is \$85,733 - \$129,707. The compensation schedule is modeled after the Classified Employee Compensation Schedule effective July 1, 2024. The actual pay rate will be established within the range allowable, depending upon the depth of experience and qualifications of the successful candidate.

BENEFITS:

The State benefits package includes a retirement system, paid medical, dental, vision, life, and disability insurance, twelve (12) paid holidays, paid annual leave and sick leave. Other employee-paid benefits such as deferred compensation plans are also available.

POSITION DESCRIPTION:

The Senior Associate General Counsel (“SAGC”) meticulously reviews allegations of judicial misconduct by analyzing complex legal issues and precedents to determine the validity of allegations, and drafts comprehensive reports outlining findings and recommendations for disciplinary actions. The SAGC must demonstrate exceptional articulation when briefing cases before the Commission to help navigate legal complexities and ensure clarity and comprehension among the varied members of the Commission.

The SAGC also assists in the coordination and oversight of outside investigators, ensuring investigations are thoroughly conducted, consistent with the law, and are handled in the most efficient and cost-effective manner.

EDUCATION AND EXPERIENCE:

This position requires membership in good standing in the State Bar of Nevada; at least five (5) years of practice within the State of Nevada; and strong skills in analyzing citizen complaints and directing and overseeing investigations. The successful candidate should have a serious interest in judicial ethics; be willing to deal with difficult, complex situations involving the conduct of judicial officers; and must have maintained an exemplary conduct record as an attorney. In addition, this position requires strong verbal, social and clear writing skills; effective evaluation and communication skills; and the ability to work independently or as a team member. It is preferred, but not required, that the person selected will have both public and private practice experience in litigation, as well as familiarity with state agencies. Experience with providing counsel to a board or commission is also helpful.

HOW TO APPLY:

Please respond with a **letter of interest, resume, writing sample and two professional letters of reference**. Candidates may also need to submit signed releases to the Commission at a later date to be utilized for criminal background and Nevada State Bar disciplinary inquiries. Resumes and required documents may be emailed to ncjdinfo@judicial.nv.gov in PDF or Word, or may be mailed to P.O. Box 18123, Reno, NV 89511. Applications will be accepted on a first-come, first-served basis until the position is filled, and hiring may occur at any time during the recruitment process.

Additional information concerning the Commission and Standing Committee may be found at <https://judicial.nv.gov/> or by contacting the Nevada Commission on Judicial Discipline at (775) 687-4017 or ncjdinfo@judicial.nv.gov.

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.