STATE OF ALASKA
DEPARTMENT OF LAW
RECRUITMENT ANNOUNCEMENT

The Civil Division of the Department of Law is the State of Alaska’s chief legal office in civil matters. The Civil Division has fourteen sections in offices throughout the state and is considered the “largest law firm” in Alaska. The Department is looking for a talented, energetic, and hard-working full-time attorney to become a member of our dynamic legal team. If you want to be a part of a collegial, collaborative, and professionally inspiring workplace, we hope you will consider joining us. The Department will be evaluating and hiring for these positions on a rolling basis as applications are received. Applicants with questions about the position should contact the section supervisor identified below. For more information about the Department of Law, please visit our website at www.law.alaska.gov.

Position 20-CP-02: Child Protection Section – Anchorage or Juneau
Position open until filled

Job Description: The Child Protection section in the Attorney General’s Office is recruiting for one full-time attorney position. The primary responsibility of the attorney in this position is to handle child-in-need-of-aid cases assigned to the Juneau office. This position can be filled either Anchorage or Juneau. The case load is heavy and focused on litigation. This position requires extensive superior court trial work and a significant amount of written motion practice. The attorney in this position also may be called upon to handle civil commitment hearings and adult guardianship proceedings. The attorney may also have the opportunity to work on child welfare policy and participate in special projects aimed at improving the child welfare system in Alaska. Some travel within Alaska will be necessary.

Qualifications: Attorneys in this section produce a high volume of work on a daily basis. At least two years of trial experience and experience in child abuse or neglect law is highly desired. General criminal and family law experience will also be considered. Candidates must have strong litigation, case management, and time management skills. Candidates must also be able to demonstrate effective and appropriate consensus building and a willingness to be flexible. These positions require an attorney who is a creative thinker, able to think and make decisions quickly, and able to work independently and well under pressure. The successful candidate should be committed to the child welfare field and able to work with a variety of people, including the client agency, the general public, and witnesses.

Attorneys who applied for this position in response to the May 2020 recruitment notice will automatically be considered for this vacancy and need not resubmit an application.

Contact: For additional information about this position, contact Carla Erickson at (907) 269-5140.
Position 20-LSA-02: Labor & State Affairs Section – Anchorage or Juneau
Position closes 7/1/2020

Job Description: The Labor and State Affairs section is recruiting for a full-time attorney to represent the State Department of Labor and Workforce Development. The attorney selected for this position will primarily represent and advise the Division of Workers’ Compensation, including the Workers’ Compensation Benefits Guaranty Fund, which provides benefits to employees of uninsured employers and to a lesser extent, the Alaska Labor Relations Agency, which administers statutes relating to collective bargaining for public employers. The attorney will also assist colleagues in the section with wage and hour matters, unemployment benefits appeals, unemployment security tax matters, and advise and represent the Commissioner’s Office in the Department of Labor and Workforce Development. The attorney may help with public records requests and compliance with the Open Meetings Act and may have the opportunity to take on or assist with other work based on the attorney’s interest and workload, as well as section legal needs. The position offers a varied mix of providing advice to agencies, representing agencies in administrative and court proceedings, and drafting legislation and regulations.

Qualifications: Applicants must have graduated from an accredited law school and have a minimum of three full years of post-graduation experience practicing law as a licensed attorney. One of the three years of experience may be satisfied by having served as a clerk for a trial or appellate judge. A background in and familiarity with workers’ compensation is strongly preferred. Applicants must be able to work independently and with minimal supervision, have excellent judgment and strong client relation skills, and needs to be able to manage competing deadlines at once. Applicants should enjoy being part of a team environment and be comfortable with and interested in handling all phases of administrative litigation, including discovery, motion practice, and appeals. The successful applicant must possess superior analytical skills and excellent writing ability and must have an interest in and willingness to help draft, edit, and testify on legislation.

Contact: Individuals who would like additional information about the position may contact Janell Hafner, Supervising Attorney for Labor and State Affairs at (907) 465-3600; email janell.hafner@alaska.gov

Application Instructions

Salary will depend upon the legal background and experience of the selected candidate. The State provides a comprehensive state benefits package to regular, full-time, partially exempt positions. State attorneys are in the partially exempt service and serve at will, at the pleasure of the Attorney General.

Candidates who are interested in applying for this position must submit a resume that includes a complete history of education and professional work experience and identifies at least three professional employment references. Candidates also must submit a comprehensive professional writing sample. A cover letter should specify the position for which the applicant is applying by using the job number indicated on the recruitment announcement. Applications can be either
emailed to civil.recruit@alaska.gov (with the subject line titled “application for current attorney recruitment”) or mailed or hand-delivered to:

Office of the Attorney General
1031 W 4th Avenue, Suite 200
Anchorage, AK  99501

All interested and qualified applicants will be considered, but not every applicant will be interviewed.

The Department of Law is an equal opportunity employer and complies with Title I of the American with Disabilities Act. Applicants who need accommodation to apply may call Melanie Ferguson at the department’s Anchorage office (907) 269-5102 or Relay Alaska at 1-800-770-8973.

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